

QUINN LAW FIRM

A Tradition of Trust

Legal Secretary

The Quinn Law Firm has an immediate opening for an experienced Legal Secretary. Qualified candidates will have 5+ years of experience working in estates and trusts, real estate, corporate law, and/or domestic law. Excellent communication skills and strong computer skills are required, as well as the ability to multi-task and work independently. This is a great opportunity to work with a dynamic team of attorneys in a professional, congenial atmosphere. Benefits package includes health, life and disability insurance coverage, paid leave, free parking and 401(k)/profit sharing plan. Please submit resume, cover letter and compensation requirements to:

Please submit resume, cover letter and compensation requirements to:

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