

Siskinds is one of Southwestern Ontario's leading law firms. We are a team of over 230 lawyers and support staff covering personal, business, personal injury and class action law and over 25 specialized practice areas. As one, we are focused on helping clients make the right legal choices, managing legal affairs, connecting the dots where needed and generally making life a little less complex by making the expertise clients need easier to access and use.

## **Personal Injury Law Clerk – Full-time**

This position will require you to provide support to a mid-level Associate Personal Injury lawyer. The work will involve tort claims (particularly falls and motor vehicle litigation) and Accident Benefit Claims at all levels, including catastrophic cases.

Our ideal candidate will have a post-secondary education as either a Law Clerk or Paralegal or both, and 1-3 years' experience supporting a litigation practice. Experience handling Accident Benefits matters will be a significant asset.

We need a hard-working, and proactive individual. The role requires strong time management; organizational skills; the ability to communicate effectively and in a timely way; a keen attention to detail; and a commitment to building trust within the team by bringing these skills to bear on a daily basis.

The role requires both independent and team-based work, the self-awareness to identify strengths in yourself and those of others, and to constantly strive for improvement. It is only through proactivity and effective communication that the individual and the team as a whole can pursue excellence in the service of our clients.

For the right candidate, who can immediately demonstrate the skills, abilities, and character described above, this role would likely not be merely a job, but the beginning of a longstanding career in a highly respected and busy law firm.

The following skills and attributes are also essential:

- Above average interpersonal skills
- Strong organizational skills with the ability to be proactive and follow through
- Superior communication skills (both verbal and written)
- Detail-oriented
- Ability to multi-task, prioritize, and work to deadlines
- Strong client service skills
- Primafact experience would be an asset, and
- Strong keyboarding/computer skills (primarily Word and Outlook)

Teamwork in this practice is essential. As such, being a team player who displays initiative, who solves problems before they become problems, as well as having a strong technical ability and positive attitude will make all the difference. If you have these traits, you will be a top candidate in our selection process. Our work is fast-paced, difficult, and truly rewarding on a personal level. For those reasons, we offer competitive compensation and benefits.

Siskinds is an equal opportunity employer and is committed to an inclusive barrier free recruitment process. If you are a person with a disability and require accommodation in order to successfully submit an application, please contact us to submit your accommodation request. To learn more about us, please visit our website at [www.siskinds.com](http://www.siskinds.com)

**Please email your resume** quoting "Personal Injury Law Clerk" and your name in the subject line, to [humanresources@siskinds.com](mailto:humanresources@siskinds.com) . Deadline for submissions is Friday, January 22, 2021.

**Contact Information:**

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