

Our firm is recruiting an experienced Corporate Law Clerk to join our growing team of professionals.

Interested candidates must possess 2-5 years of experience in dealing with various corporate matters including drafting legal documents, incorporations, organizations, amalgamations, the preparation of resolutions and transactional documentation, registering business names, preparing annual resolutions and conducting corporate searches.

The ideal candidate will demonstrate leadership, strong communication and organizational skills, attention to detail and the ability to work well independently as well as in a team setting. Technical proficiency in Microsoft Office applications and knowledge with CorpLink and PPSA registrations would be beneficial.

Duncan, Linton LLP offers a pleasant work environment with friendly staff, great benefit package, and competitive wages. We are proud to be one of the oldest law firms in Waterloo Region.

If you are interested in a challenging and rewarding career opportunity, please email your resume to: Mrs. Rai Nabbi rai@kwlaw.net