Alumni Job Opportunities Bulletin
(AJOB)

The University of South Carolina does not discriminate in educational or employment opportunities or decisions for qualified persons on the basis of race, color, religion, sex, national origin, age, disability, genetics, sexual orientation, or veteran status. The University of South Carolina has designated as the ADA Title II, Section 504, and Title IX coordinator the Executive Assistant to the President for Equal Opportunity Programs. The Office of the Executive Assistant to the President for Equal Opportunity Programs is located at 1600 Hampton Street, Suite 805, Columbia, SC; telephone 803-777-3854.

Accordingly, the Law School’s facilities are available only to employers whose practices are consistent with this policy.

Office of Career Services
University of South Carolina School of Law
1525 Senate Street
Columbia, SC 29208
Phyllis B. Burkhard, Director
803-777-8479/fax 803-777-8565

www.law.sc.edu

(Scroll down for complete job listings)
ATTENTION! USC LAW SCHOOL ALUMNI

IF YOU HAVE A NEW HOME ADDRESS or a NEW WORK ADDRESS PLEASE notify the Career Services Office by sending the information to the following e-Mail address - Please include your class year and current telephone numbers.

wattssw@law.sc.edu

**********Disclaimer**********

The University of South Carolina School of Law Office of Career Services posts job opportunities as a service to alumni and employers, and does not validate or guarantee the accuracy of the information posted. Further, the Office of Career Services does not endorse or make any representation concerning the opportunities posted or the people or organization posting them. Applicants are encouraged to research employers and employment opportunities independently as part of the job search process. For Real Estate postings please pay special attention to the South Carolina Supreme Court requirements for closing attorneys.

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Jobs are posted in the order received. Postings will remain on website for approximately three (3) months unless deadline dates are included or employers request removal of postings. Permanent postings and websites are listed at the end.

****The University of South Carolina School of Law Career Services Office will be closed from December 21, 2017 through January 1, 2018. There will be no AJOB posted from December 15, 2017 through January 5, 2018.****

HAPPY HOLIDAYS!!!!
Duties

Key responsibilities include:

- Implement the policies of the Bar as determined by the Board of Governors and House of Delegates.
- Manage the operations and staff of the Bar.
- Assist the leadership in developing short and long term strategies.
- Establish positive relationships with the judicial, legislative and executive branches.
- Maintain the fiscal health of the Bar.

Education

The candidate must possess an undergraduate degree. A law or other advanced professional degree is preferred.

Qualifications

A person of unquestioned integrity whose personal values and professional passions align with the mission of the Bar.

A distinguished record of executive leadership and successful management in a membership-supported organization.

Respect for the dedication and efforts of all Bar members.

Understanding and practical management of financial issues and budgets.

Demonstrated excellent communication skills.

Ability and desire to recruit and retain individuals with complementary skills.

Strong personal intellect.

Demonstrated commitment to community service.

The full job description may be found at https://www.scbar.org/careers-classifieds/sc-bar-executive-director-12-7-17.

Salary & Benefits

Salary depends upon experience based upon a competitive public interest scale. Benefits include
leave, insurance coverages, contribution to a money purchase pension plan and continuing education.

To Apply

Applications will be accepted through January 29, 2018. Please submit a letter expressing interest in the position, qualifications and what you hope to contribute to the Bar’s future. Please include a resume. You will be contacted if references are sought.

Materials should be submitted electronically to george@rr-consultants.com in Microsoft Word or PDF format.

The Bar is assisted in the Search by George Brown of RR Consulting Group. Candidates with questions about the position may contact only him or Bob Wells.

Posted: 12/12/17. Job Posting #197.

Fenno Law Firm, LLC – (alumni)
171 Church Street, Suite 160
Charleston, South Carolina 29401
Attention: Tekesha Geel
Title: Associate Attorney
Website: www.fennolaw.com

Position description:
Seeking SENIOR LITIGATION ASSOCIATE OR OF COUNSEL for small media, intellectual property and entertainment law firm in Charleston, SC. Extensive deposition, motion and discovery practice in state and federal civil courts (preferably in South Carolina) is a must, as are strong brief-writing skills. Trial experience also required - first chair preferred. Large book of clients is not a requirement. Experience in media, intellectual property or entertainment law is very helpful, but not required. Background in employment law is also helpful, but not required. Top 25 law school also a plus. Pay is $75-$125/hour depending on skill set. No benefits. Some flexibility in hours and workload. Our practice is interesting, our clients are fun, and we love our work here. We rarely hire, so this could be an opportunity for a more interesting job or perhaps a less demanding schedule. Send resume to Tekesha Geel at tgeel@fennolaw.com.

Posted: 12/12/17. Job Listing #196.

State of South Carolina – (alumni)
Richland County, SC

Attorney IV (61031552)
State of South Carolina - Richland County, SC
$59,161 - $109,457 a year
Lead in-house counsel for personnel matters; represents the Department in employee grievances and charges of discrimination and gives advice concerning employee matters. Represents the Department at administrative trial and appellate levels, in condemnations, inverse condemnations, foreclosures, road closings and other State and Federal litigation matters. Provides legal advice and counsel to Department officials and Commission through the preparation of legal memoranda, contractual agreements, legislation, etc. Represents Department in environmental matters, including representation at DHEC hearings and advising Department on State environmental matters. Represents and advises Department in regard to American with Disabilities Act (ADA) issues. Serves as ADA Coordinator. Assists Chief Counsel with administrative matters. Converses and corresponds with the public concerning questions posed to the Department or complaints made against the Department and provide information to attorneys and public regarding legal aspects of Department activities. Performs other related duties as assigned.

Minimum and Additional Requirements:

A juris doctor degree or its equivalent from an accredited law school and three (3) years of experience as a practicing attorney.

Necessary Special Requirement: Must be a member of the South Carolina Bar.

A valid motor vehicle operator's license is required.

For all information go to:
https://www.indeed.com/viewjob?jk=b1a14c6e71542e39&q=attorney&l=Columbia,+SC&tk=1c15j6k3d0c9c0p1&from=ja&alid=582dc36f0cf233d962b55520&utm_source=jobseeker_emails&utm_medium=email&utm_campaign=job_alerts&rgtk=1c15j6k3d0c9c0p1

Posted: 12/12/17. Job Listing #195.

South Carolina Victim Assistance Network – (alumni)
Columbia, SC

Part-time Staff Attorney
South Carolina Victim Assistance Network - Columbia, SC
Part-time
Job Summary

Organization Background: The South Carolina Victim Assistance Network (SCVAN) serves as the voice for all victims of crime in South Carolina and the people who serve them. Through its programs and services, SCVAN seeks to fulfill three main objectives: 1) ensure ALL crime victims receive access to and assistance from the criminal justice system; 2) improve the quality of services provided to crime victims by victim advocates; and 3) ensure the criminal justice
system adequately serves crime victims. SCVAN currently manages five programs that provide services and resources to our state’s crime victims and the professionals who serve them: 1) Annual SC Victims’ Rights Week Conference; 2) Emergency Financial Assistance Fund; 3) Legal Assistance to Victims (LAV); 4) Statewide Forensic and Sexual Assault Nurse Examiner Coordinator; and 5) Crime Victim Information Program.

Position Description: The LAV Staff Attorney will be a part-time salaried employee who works 20-25 hours per week in the Columbia office and devotes 100% of his/her time to this Project. This attorney will report directly to the LAV Project Director. This position will assist with the creation and execution of victims’ rights enforcement training to victim service providers, law enforcement, and other community partners, and outreach efforts. The LAV Staff Attorney will also assist in the coordination a pro bono and contract (low bono) attorney program. In addition, the LAV Staff Attorney will provide direct, holistic wraparound legal services to all crime victims including those victims of sexual assault, domestic violence, harassment, stalking, and human trafficking. The Staff Attorney will represent all victims in order of protection/restraining order hearings, family law, housing, employment, Title IX education issues (higher and lower education), victims’ rights, and other related civil legal matters.

Qualifications and Skills

- Experience with both civil and criminal matters, 5+ years
- Knowledge of South Carolina’s criminal justice system, particularly from a crime victim’s standpoint
- Demonstrated experience working with diverse clients
- Bilingual (English/Spanish)
- Familiarity with Box and Clio file management/storage systems
- Member of South Carolina Bar

Job Type: Part-time

Required experience:

- Legal: 5 years

Required language:

- Spanish


City of Columbia – (alumni)
Columbia, SC
MUNICIPAL COURT ASSOCIATE JUDGE - CITY ADMINISTRATION

The City of Columbia, South Carolina - Columbia, SC
$30,867 - $38,584 a year

This position conducts hearings and adjudicates cases in civil, criminal and traffic court, and performs related administrative and judicial work as required. The incumbent works within broad policy and organizational guidelines and does independent planning and implementation, reporting progress of major activities through periodic conferences and meetings.

ESSENTIAL JOB FUNCTIONS:

- Conducts preliminary hearings to determine whether there is reasonable and probable cause to hold defendant for further proceedings or trial;
- Issues warrants;
- Adjudicates civil, criminal, and traffic cases; conducts bench and jury trials;
- Presides over bond court;
- Rules on motions and draft orders;
- Conducts legal research as necessary;
- Files required reports with the S.C. Court Administration and other officials as necessary;
- Receives and responds to inquiries, concerns, complaints and requests for assistance regarding areas of responsibility;
- Performs duties of Administrative Judge and other Associate Judges as required in their absences;
- Attends training, seminars, workshops, etc., as required to maintain job knowledge and skills; and
- Performs other related duties as assigned.

MINIMUM REQUIREMENTS TO PERFORM WORK:

- Juris doctorate degree;
- Five (5) years of prior experience as a practicing attorney;
- Valid South Carolina Class “D” Driver’s License;
- Licensed to practice law in South Carolina and a member in good standing with the South Carolina Bar.

SPECIAL REQUIREMENTS:

- May be required to work weekends and holidays as scheduled;
- Criminal and/or courtroom experience a plus;
- Experience with city ordinances a plus;
- Bilingual (Spanish) speaking ability a plus.

PHYSICAL DEMANDS:

The work is considered sedentary in nature and involves walking or standing some of the time.
and involves exerting up to 10 pounds of force on a recurring basis, and routine keyboard operations.

For all information go to www.indeed.com


South Carolina Bar – (alumni)
Columbia, SC

TITLE: Pro Bono Counsel, South Carolina Bar
DIVISION: Public Services
REPORTS TO: Pro Bono Director
SUMMARY: Coordinate online referrals from designated organizations, offer technical support to volunteers regarding online training, case and data management software, and provide internal and external counsel and advice.

MAJOR DUTIES
1. In conjunction with Pro Bono Director:
   a. Develop and maintain internal systems for collecting, retrieving, and evaluating data regarding prospective clients, clients, volunteers, partner agencies, services provided, program operations, and outcomes;
   b. Provide ongoing, internal feedback, comfortably navigate, and provide user support to volunteers regarding online training, case and data management technology;
   c. Develop and maintain volunteer training and case resources including legal templates;
   d. Maintain regular contact and lines of open communication with pro bono circuit representatives and other, key players statewide to support, strategize, and coordinate efforts regarding localized pro bono initiatives;
   e. Provide ongoing input into volunteer recruitment strategies;
   f. Provide quarterly reports to the Pro Bono Board; and
   g. Provide administrative support to the Pro Bono Board.

2. Manage an efficient intake process.
3. Conduct intake of potential cases as needed.
4. Process pro bono cases and post cases to case and data management software bulletin board.
5. Coordinate use of case and data management software bulletin board by other pro bono programs in the state.
6. Facilitate timely and appropriate placement of and follow-up for cases with volunteers.
7. Facilitate access by the client community, including addressing issues of language, disability and cultural differences.
8. Review data to ensure that program goals are met.
9. Identify cases appropriate for counsel and advice.
a. Implement and manage Lawyer on the Line counsel and advice pro bono program for volunteers.
b. As necessary, provide counsel and advice for those cases not attended to by the Lawyer on the Line program.

10. Other duties as assigned.

REQUIRED EDUCATION, EXPERIENCE AND SKILLS

• Admitted to practice law in South Carolina.
• Prior experience as a practicing attorney in private practice or legal services.
• Strong collaboration and communication skills.
• Strong organizational, time management, analytical and problem solving, and oral and written communications skills.
• Computer and technology skills including Microsoft Office.
• Capacity to become familiar and comfortable with case and data management software through formal and informal training

DESIRED ADDITIONAL QUALIFICATIONS

• Minimum two years of legal services or pro bono legal service.
• Demonstrated passion for seeking justice for low income and vulnerable populations.
• Ability to work well under pressure, set and meet deadlines, manage several priorities in a day all with minimal supervision

Send resume and cover letter to Stinson Ferguson at stinson.ferguson@scbar.org or P.O. Box 608, Columbia, SC 29202. Questions about the program may be addressed to stinson.ferguson@scbar.org. Materials are requested by Friday, December 22, 2017.


Anastopoulo Law Firm, LLC – (alumni)
Greenville, Florence, Columbia or Myrtle Beach, SC

Anastopoulo Law Firm, LLC is looking for an Associate Attorney experience in workers’ compensation matters to join a team of exceptional professionals in a collaborative, team-oriented environment to represent injured clients. The position is available in our Greenville, Florence, Columbia, or Myrtle Beach office.

This is an excellent opportunity for a motivated self-starter with workers' compensation experience who is motivated to grow professionally and contribute to the success of the firm.

The Firm
Anastopoulo Law Firm is a full-service and leading litigation law firm who faithfully serves their clients with an experienced and talented team of attorneys and support staff.
Qualifications

- JD from an accredited law school
- Admitted to practice in the state of SC
- 2+ years of experience in Workers Compensation
- Experience with workers' compensation matters and civil litigation
- Superior written and oral communication skills
- Strong analytical skills
- Legal project management experience is helpful

Responsibilities

- Independently manage a caseload involving workers' compensation matters, working cases from beginning to end
- Work closely with other attorneys and Partners on legal projects
- Regularly handle court appearances and conduct depositions
- Communicate with clients and provide status reports

Why Should You Apply?

- Excellent Benefits (401k, health and dental insurance, etc.)
- Generous PTO plan
- Excellent growth and advancement opportunities

Interested?

Anastopoulo Law Firm is a firm who focuses their commitment to both their clients and you! Please consider joining our team by applying online or sending your credentials to info@akimlawfirm.com and putting "SC Workers' Compensation Associate Attorney" in the subject line.

We are committed to cultivating an environment that embraces and promotes diversity as a fundamental value. We are an Equal Opportunity Employer; Minorities and Women are encouraged to apply.


Nexsen Pruet, LLC – (alumni)
Greenville, SC

Employment Associate - Greenville

Nexsen Pruet is seeking a highly motivated associate with two to four years of experience to join its growing employment practice group in Greenville, South Carolina.

Successful candidates should possess:
Excellent academic credentials
- Strong legal research/writing and interpersonal skills
- Show a commitment to exceptional work product and client service

**Candidates should be interested in:**
Quickly demonstrating that they can accept significant responsibility, including:
- Managing client relationships
- Assistance with all litigation-related matters, including deposition, motion, trial, and appellate matters
- Provide legal support relating to all aspects of employment law, including a robust advice and counsel and transactional practice

Nexsen Pruet’s employment and labor law practice group represents employers in all aspects of employment, labor, benefits, and immigration law and related litigation. This is an exceptional opportunity for candidates seeking a high level of responsibility in a progressive law firm environment.

For consideration, please submit cover letter, resume and transcript by e-mail to:
Summer Winslow - swinslow@nexsenpruet.com
Recruitment and Professional Development Manager

**Posted: 11/16/17. Job Listing #189.**

**Smith | Closser, P.A. – (recent graduate/alumni)**
PO Box 40578
Charleston, South Carolina 29423
Contact Person: Zachary J Closser
Telephone: 843-760-0220
Type of Organization: Small Firm
Phone calls? No
Position start date: present

Position description:
Smith | Closser, P.A. is looking for qualified applicants to fill one associate attorney position. The ideal applicant will have civil litigation experience and be able to hit the ground running; Rule 403 compliance is required. Please submit a one page resume, your salary requirements and a cover letter to zclosser@scnlaw.com.

**Posted: 11/15/17. Job Listing #188.**

**Nexsen Pruet, LLC – (alumni)**
Greensboro, NC

**Corporate Associate - Greensboro**
Nexsen Pruet is seeking a highly motivated associate with two to five years of experience to join its growing corporate practice group in Greensboro, North Carolina.

**Successful candidates should possess:**
- Excellent academic credentials
- Strong legal research/writing and interpersonal skills
- Show a commitment to exceptional work product and client service

**Candidates should be interested in:**
Quickly demonstrating that they can accept significant responsibility, including
- Managing client relationships
- Contract review, corporate formation, LLC formation, mergers/acquisitions, and other transactional experience
- Provide legal support relating to all aspects of corporate law
- Working knowledge of federal and state law tax laws desirable

This is an exceptional opportunity for candidates seeking a high level of responsibility in a progressive law firm environment.

For consideration, please submit cover letter, resume and transcript by e-mail to:
Summer Winslow - swinslow@nexsenpruet.com
Recruitment and Professional Development Manager

**Posted: 11/10/17. Job Listing #187.**

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**Ahn Law Firm, LLC – (recent graduates/alumni)**
546 East Main Street
Rock Hill, South Carolina 29730
Contact Person: Chan Ahn, Esq.
Title: Founder/Attorney
Email: chan@ahnlawfirmllc.com
Website: www.ahnlawfirmllc.com
Type of Organization: Small Firm
Phone calls? No

**Deadline date to apply:** January 31, 2018
Position start date: Immediately

**Position:** Associate

Practice Areas include:
- Discrimination
- Employment Law
- Insurance Litigation
- Medical/Dental Malpractice
Nursing Home Liability
Personal Injury

Prefer lawyer who is member of two or more bar associations – SC, GA, DC, or member of one bar and willing to sit for others. Fluency in Korean or other Asian language is preferred.

Response Method: Email
Materials requested: Resume, Cover Letter, Unofficial Transcript, and 2 References


Horton & Goodman, LLC – (recent graduates/alumni)
P.O. Box 3766
Bluffton, SC 29910

Start date: December, 2017

Position Description: Bluffton law firm seeking an Associate Attorney with 0 - 3 years of experience. Strong organizational and communication skills, attention to detail and client communication skills are requirements for the position. Successful candidate will work with the partners of this firm but will eventually be expected to independently handle cases from intake to trial. High degree of professionalism and ethical integrity required. Must meet billing and collection requirements as determined by the partners. Applicants with ties to the Beaufort/Bluffton/Hilton Head Island communities will be given preference. Must be admitted to the South Carolina Bar and have completed the requirements of Rule 403, SCACR prior to start. All inquiries will be handled confidentially.

Successful applicant will be handling family law and civil litigation cases.

For more information about our firm, please visit www.hortongoodman.com

Please submit a resume and three references to mlh@hortongoodman.com

Response Method: Email
Materials requested: Resume and 2 References.


Klosinski Overstreet, LLP – (alumni)
1229 Augusta West Parkway
Augusta, GA 30909
Contact Person: Scott J. Klosinski
Title: Partner  
Type of Organization: Small Firm  
Phone calls? No  

**Deadline date to apply:** 12/29/2017  
Position start date: Negotiable  

**Position description:**  
Small law firm in Augusta, Georgia with limited practice areas looking for litigation attorney with 2-4 years of experience. Salary commensurate with experience. Please send resumes, cover letter and references to augustalaw@hotmail.com.  

Response Method: Email  
Materials requested: Resume, Cover Letter, and 3 References  

**Posted:** 10/20/17. Job Listing #181.

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**SC Department of Revenue – (alumni)**  
300 Outlet Pointe Blvd., Suite A  
Columbia, SC 29210  
Contact Person: Angela Stroud  
Title: Recruitment Manager  
Email: employment.scdor@dor.sc.gov  
Website: www.jobs.sc.gov  
Type of Organization: Government  
Phone calls? No  

**Position description:**  
Under limited supervision, provides the Agency with assistance in developing, analyzing, recommending, implementing, and disseminating policies and procedures. Makes recommendations to the Agency for the uniform legal interpretations and enforcement of the State's tax law. Researches, drafts, reviews, consults with those affected, recommends and disseminates complex formal advisory opinions, and conducts public conferences on proposed advisory opinions.  

Requirements: A juris doctor degree and four years practicing as an attorney in tax or related area. Must be a member in good standing with the SC Ba  

Materials requested: Writing Sample, Application Form, and 2 References. Apply online: www.jobs.sc.gov.  

**Posted:** 10/18/17. Job Listing #180.

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**The Peck Law Firm, L.L.C. – (alumni)**
This is truly a great opportunity if you want a successful career in family law.

**WHAT IS THE PECK LAW FIRM**

With seven attorneys, the Peck Law Firm, LLC is the largest divorce and family law firm in the Charleston area. Attorneys at the firm have received numerous awards and recognition from various local, regional, and national organizations. For more information, see our website at [https://thepeckfirm.com/](https://thepeckfirm.com/)

Most recently, the readers of the Charleston Post and Courier newspaper voted for the Peck Law Firm as the “best family law firm” in the Charleston area for 2017. The Peck Law Firm had won the same award in 2016.

Divorce and family law are the only things we do.

From our offices in Charleston, Mt. Pleasant, and Summerville, we represent only clients with divorce, legal separation, child custody, child support, alimony, paternity, property division, and other family law cases. We do not represent clients in personal injury, business, real estate, criminal, DUI, or probate cases.

Our working conditions are among the best. The firm’s attorneys are supported by a team of experienced paralegals, as well as a skilled marketing and financial staff. We feature state of the art computer technology and software. And, our offices are tastefully furnished with original oil paintings and traditional wooden furniture

Our lawyers and paralegals work together in a warm firm culture that stresses teamwork. We value loyalty, integrity, and hard work. Lawyers with attitudes need not apply.

Instead of having to research complex legal questions or call a friend to learn about a judge, the attorneys at the Peck Law Firm typically just speak to the attorney in the next office or down the hall. You will get the benefit of the collective wisdom and skill of our team members, who will always be looking out for your best interest. The collective wealth of knowledge within the firm makes each day interesting and intellectually stimulating.

The firm operates under a systems-based business model that assures its long-term success. When someone joins the firm, we hope and expect it will be for the long term.

**JOB DESCRIPTION**
Are you a lawyer with a passion for helping hurting people? If you are, you will fit well with the team at the Peck Law Firm.

The attorneys at the Peck Law Firm are not expected to generate new clients or market their services. Instead, the attorneys devote themselves to doing what they enjoy and do best – helping hurting people, who are facing difficult divorce, child custody, alimony, property division, and other complex family law problems.

This position offers a competitive starting salary, a generous quarterly bonus plan that is based on the amount collected by each lawyer, and 22 days of paid time off each year.

QUALIFICATIONS

The ideal candidate for this position will possess the following qualifications at a minimum:

- J.D. degree from an accredited law school
- Licensed to practice in all South Carolina courts
- Four years of family law experience preferred
- Significant courtroom experience
- No suspensions or disciplinary history
- Familiar with 21st century legal tools

HOW YOU APPLY

If this is the job that you have always wanted, you should start by applying now.

Please send us in writing:

- Your cover letter,
- Your resume, and
- Your salary/compensation requirements.

Address your application to mtpleasantfamilylaw@gmail.com

We look forward to hearing from you soon.

Job Type: Full-time

SCBar.org – (recent graduates/alumni)
Columbia, SC

For all attorney/legal positions posted with the South Carolina Bar please go to the following link:
https://www.scbar.org/careers-classifieds/.


Sodoma Law – (alumni)
211 East Blvd
Charlotte, NC 28203
Contact Person: Amy Cintron
Title: Human Resources Manager
Email: info@sodomalaw.com
Telephone: 704-442-0000
Website: www.sodomalaw.com
Type of Organization: Medium Firm

Position description:
We are a family-focused and family-driven firm located just minutes from the courthouse in Charlotte, North Carolina in the historic Walter Brem House, the historic G.G. Galloway House and a satellite location in south Charlotte at Ballantyne. We were voted one of Charlotte’s Best Places to Work in 2012, 2013 and 2014. We are seeking an ambitious and experienced family law attorney.

We are looking for someone with the following qualifications and experience:

1. Licensed and in good standing with the North Carolina State Bar for more than five years;
2. Excellent work ethic with the drive to “get the job done.”;
3. Great attitude and ability;
4. MUST work well with support staff and be very organized;
5. Ability to maintain and build the practice area; and
6. Also a must – a sense of humor.
We take pride in being an advocate for our clients and maintaining a reasonable case load with reasonable goals. This approach allows us to provide just that kind of concierge service our clients need and expect.

The hired person will be:
- Organized,
- “Think Outside the Box”,
- Energetic,
- Self-motivated,
- Driven,
- Ambitious,
- High level of initiative.

Response Method: Email
Materials requested: Resume, Cover Letter, Writing Sample, and 3 References

Posted: 10/12/17. Job Listing #177.

City of Chicago Department of Law – (alumni)
Chicago, IL

Position: Chief Assistant Corporation Counsel
Interested applicants should read the full posting found at www.cityofchicago.org/careers (Job Number: 1652-4001A-2017)

Posted: 10/12/17. Job Listing #175.

Morton & Gettys – (alumni)
331 E. Main Street, Suite 300
Rock Hill, SC 29730
Attention: Robin Owens
Title: Firm Administrator
Website: www.mortongettys.com
Email: robin.owens@mortongettys.com
Type of Organization: Medium Firm
Phone calls? No

Position start date: ASAP

Position description:
Commercial Real Estate Attorney

Morton & Gettys, a mid-sized general practice firm, located in downtown Rock Hill, is accepting resumes for an experienced commercial real estate attorney licensed to practice in South
Carolina and North Carolina. Licenses in other Southeastern states are a plus. We are seeking an associate attorney to complement our strong commercial real estate team, which is currently comprised of four attorneys and two paralegals. The ideal candidate will have four to six years practice experience in commercial real estate. Morton & Gettys offers legal professionals the opportunity to working in a firm that values client service, collaboration, hard work and entrepreneurship. We offer full benefits including insurance (health, dental, vision, disability, and life), 401k with match, and paid time off. Interested attorneys should submit their resume with cover letter, including salary requirements, via email to robin.owens@mortongettys.com. All submissions will be handled confidentially.

Response Method: Email
Materials requested: Resume, Cover Letter, Unofficial Transcript

**Bradley K Richardson PC – (recent graduate/alumni)**
133 Straight Drive  
Anderson, SC 29625  
Attention: Bradley K. Richardson  
Website: www.bradrichardsonlaw.com  
Email: brad@bkrlaw.net  
Phone calls? No

Position start date: Immediately

Multi-office real estate firm seeks an Associate to work in its Anderson office. Duties will include conducting real estate closings, real estate litigation, document drafting and curative title. Position is open to first year associates or experienced attorneys. Willing to train the right candidate. Salary based upon experience. Additional compensation includes health insurance, dental insurance and 401k.

Response Method: Email  
Materials requested: Resume, Cover Letter, and 3 References

**Posted: 10/11/17. Job Listing #171.**

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**Willson Jones Carter & Baxley – (alumni)**
872 S. Pleasantburg Drive  
Greenville, South Carolina 29607  
Contact Person: Kelli Smith  
Title: Client Relations Manager  
Website: www.wjcblaw.com  
Type of Organization: Large Firm  
Phone calls? No

Position start date: Immediately

Position description:
Willson Jones Carter & Baxley is a well-established, growing insurance defense law firm with six offices in NC, SC and GA (www.wjcblaw.com).

We have an immediate need in our **Charlotte, NC** office for a litigation attorney with 3+ years of litigation experience and a proven record of success. A minimum of three years’ experience is REQUIRED. South Carolina and North Carolina licensure also required.

Resumes may be submitted in confidence to kmsmith@wijlaw.net and will be accepted until the position is filled. We are not working with placement agencies for this position. No phone calls, please.
Willson Jones Carter & Baxley is an equal opportunity employer.

Response Method: Email
Materials requested: Resume, Cover Letter, and 3 References.

**Posted: 09/25/17. Job Listing #166.**

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**Parker Poe Adams & Bernstein LLP – (alumni)**
200 Meeting Street, Suite 301
Charleston, SC 29401
Contact Person: Morgan Fey
Title: Director of Recruiting & Professional Development
Email: careers@parkerpoe.com
Website: http://www.parkerpoe.com/careers/constructionlitigationattorney
Type of Organization: Medium Firm
Phone calls? No

Position description:
Construction Litigation Attorney - Charleston SC Office

Parker Poe is seeking an attorney licensed in South Carolina with approx. 2-4 years of construction litigation experience. The ideal candidate will have significant construction litigation case management experience including handling discovery and depositions, voluminous document review and organization, legal research and writing, drafting and arguing motions, and some trial experience. Although experience in construction law is preferred, candidates with significant complex/multi-party litigation experience will be seriously considered. Strong academic credentials and excellent writing skills required.

Response Method: Email
Materials requested: Resume, Cover Letter, Writing Sample, and 3 References

**Posted: 09/20/17. Job Listing #163.**

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**Dority & Manning P.A. – (recent graduates/alumni)**
75 Beattie Place, Suite 1100
Greenville, SC 29601
Contact Person: GraceAnne Callison
Title: Legal Recruiter
Telephone: 864-527-1511
Website: https://dority-manning.com
Email: gcallison@dority-manning.com
Type of Organization: Medium Firm

Position description:
Dority & Manning, a full-service intellectual property firm, seeks registered patent attorneys and agents with two to four years of relevant experience with degrees in electrical engineering, chemical engineering, computer science, computer engineering, or mechanical engineering. Candidates can expect to work primarily on matters related to patent prosecution and litigation for Fortune 100 companies as well as other national and international clients. The firm’s practice is global in nature, representing major companies in Europe, Korea, Japan, China, South America and in virtually every region of the United States.

Response Method: Email
Materials requested: Resume, Unofficial Transcript, Writing Sample

Posted: 09/18/17. Job Listing #160.

City of Chicago Department of Law – (recent graduates/alumni)
Chicago, IL

PLEASE GO TO www.cityofchicago.org/careers FOR A COMPLETE LISTING OF CURRENT JOB ANNOUNCEMENTS AND INFORMATION.

Posted: 08/16/17. Job Listing #141.

LaLima Holdings, LLC – (alumni)
1635 Sunset Blvd
WEST COLUMBIA, SC 29169
Attention: Maria LaLima
Title: Owner
Email: maria@lawlima.com
Telephone: 803-807-6292
Fax: 803-926-1668
Type of Organization: Small Firm
Phone calls? Yes

Deadline date to apply: 12/31/17
Position start date: 7/1/17

Position description:
Office space for rent.

Upstairs office in newly renovated building. Conference room, kitchen, copy/fax, and receptionist are included as well as utilities. Phone is also available. Some furniture can be included if needed. Two firms have permanent offices in the building already.

Please call for an appointment to view the space.
PERMANENT POSTINGS

Fragomen – (recent graduates/alumni)
Various Locations

Associate Positions

For all information please go to:
https://fragomen.wd1.myworkdayjobs.com/FragomenCareers/jobs

Permanent Posting

Thomson Reuters – (recent graduates/alumni)
Various Locations

To access all available positions go to:
http://jobs.thomsonreuters.com/ListJobs/All/Search/jobtitle/attorney/

Permanent Posting

U.S. Department of Justice – (alumni)

US Dept. of Justice seeks to attract, retain, and promote individuals of exceptional ability and talent from all walks of life. The work environment and atmosphere is open, diverse, collegial, and inclusive. There are active affinity groups for African-American; Asian-American; Hispanic; lesbian, gay, bisexual and transgender (LGBT); and Native American employees, which are open to all DOJ employees regardless of background. Justice fosters a work environment where people of all backgrounds and experiences may reach their full potential.

Attorney vacancy announcements may be found at: http://www.justice.gov/legal-careers/attorneys-vacancies.

Permanent Posting

U.S. Attorney’s Office – (alumni)
For all employment opportunities please go to http://www.justice.gov/legal-careers/attorneys-vacancies

Permanent Posting

U.S. Office of the Attorney General – (alumni)
Various Locations

To view all attorney positions please go to http://oag.dc.gov/page/oag-careers.

Permanent Posting

U.S. Securities and Exchange Commission – (alumni)

For all employment opportunities please go to https://www.usajobs.gov/JobSearch/Search/GetResults?organizationid=SE00&PostingChannelID=USASearch&ApplicantEligibility=all

Permanent Posting

S.C. Commission on Indigent Defense – (recent graduates/alumni)
Columbia, SC

All information can be found on www.jobs.sc.gov.

Job Title: Attorney II
Agency: Commission on Indigent Defense
Opening Date: Fri. 02/26/16
Closing Date/Time: Continuous
State Salary Range: $52,530.00 / Year
Agency Hiring Range:
Job Type: FTE - Full-Time
Location: Richland County, South Carolina
Normal Work Schedule: Monday - Friday (8:30 - 5:00)

JOB RESPONSIBILITIES:
Represent clients convicted of criminal offenses on direct appeal and in post-conviction relief appeals before the South Carolina Court of Appeals and the South Carolina Supreme Court.
MINIMUM AND ADDITIONAL REQUIREMENTS:
A juris doctor degree or its equivalent from an accredited law school and experience as a practicing trial or appellate attorney. Admission to the South Carolina Bar and all Rule 403, SCACR requirements accomplished.

PREFERRED QUALIFICATIONS:
Knowledge of substantive criminal law and criminal procedure in South Carolina. Knowledge of general case, statutory and common law. Exceptional writing and research skills required as well as an ability to orally argue cases in a very persuasive and highly effective manner.

ADDITIONAL COMMENTS:
A writing sample is required. Minimum office hours of 8:30 - 5:00 Monday through Friday must be maintained. Incumbent is expected to independently manage his/her case load to assure high quality appellate representation is provided. Some overnight travel may be required.

***There is a performance evaluation after one year, and a raise from the starting salary is then an option***

MUST APPLY ON www.jobs.sc.gov: Job #2016005, Attorney II.

Continuous Posting

State of New York Unified Court System – (alumni)
NY

For all postings and information go to: http://www.courts.state.ny.us/careers/statewide

Permanent Posting

Veteran Employment Opportunities

Veterans may access future job opportunities on our VA for Vets website; from the right side of the homepage, scroll to the end under the header -- Featured Jobs: http://vaforvets.va.gov/

Permanent Posting

George Sink, P.A. Injury Lawyers – (alumni)
7011 Rivers Avenue Suite 105
North Charleston, South Carolina 29406
Attention: Melynda Toth, Director of Human Resources
Website: www.sinklaw.com
Email: mtoth@sinklaw.com
Phone calls? No
Position start date: Immediately

Seeking a Pre-Litigation, Personal Injury Attorney to join our team! Positions available in Charleston, Greenville, and Columbia area.

Qualified applicants shall have a minimum of 2 years’ experience as an Attorney and be licensed to practice in SC.

This position requires good writing skills and a willingness to litigate. Applicants must be a self-starter who possesses strong analytical, negotiation, organizational, interpersonal and communications skills. Must have a strong sense of urgency about problem solving, meeting challenging deadlines and achieving critical goals. Must be highly organized and able to manage multiple priorities and tight deadlines.

**Preferred Skills:**
- 403’s completed
- Proficient with Microsoft Office, specifically Word, Outlook, and Excel
- Familiar with case management software, preferably Needles
- Workers Compensation experience a plus

To Apply: Email resume and cover letter.

**Permanent Posting**

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**Carolina Legal Associates** – (recent graduates/alumni)
1330 Lady Street, Suite 503
Columbia, SC  29201
Attention:  Marsha Silver, President

**Carolina Legal Associates** specializes in the placement of attorneys for private law firms, corporate legal departments, and governmental entities on a permanent or contractual basis. We can offer you increased exposure in areas in the legal profession that you may not have considered or did not previously have an opportunity. After evaluating your qualifications and needs, we can assess the best positions for you based on your experience and interest. There is never a fee to you to work with Carolina Legal Associates. For more information and additional job opportunities, please visit our website [www.carolinalegalassoc.com](http://www.carolinalegalassoc.com) or contact our office at (803) 799-8835.

**Contract Attorneys** (Document Review)
**Carolina Legal Associates** is actively seeking licensed attorneys and recent law school graduates to work on ongoing and upcoming document review projects. Short and long term projects are available in Charleston and Columbia, SC. These projects are fulltime with flexible hours to include possible weekend hours and opportunities for bonuses. Previous document review and Relativity experience is helpful, but not required. Resumes will be held in strict
confidence and should be forwarded along with three (3) professional references to msilver@carolinalegalassoc.com, tkelley@carolinalegalassoc.com or rwest@carolinalegalassoc.com for immediate consideration.

**Permanent Posting**

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**United States Department of Justice – (alumni)**
Washington, D.C.

To learn more about Justice and our legal careers, please visit our website: www.justice.gov/careers/legal. We encourage all interested applicants to apply; however, please note that due to temporary funding restrictions we may not be able to fill all of the currently advertised positions.

**Permanent Posting**

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**LinkedIn (Search for Jobs)**
www.linkedin.com

LinkedIn has a Jobs section and people seeking jobs are encouraged to join. A PROFESSIONAL picture is needed. Please contact the Career Services Office if you have any questions.

**Permanent Posting**

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**American Civil Liberties Union Foundation**
Various Locations

Please go to http://www.aclu.org/careers to view all open positions, including Staff Attorney – Racial Justice Program, NY and Legislative Counsel/Lobbyist in Washington Legislative Office, Washington, D.C.

**Permanent Posting**

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**University of South Carolina – (recent graduates/alumni)**
Columbia, SC

If you are interested in applying for University of South Carolina jobs please go to https://uscjobs.sc.edu/applicants/jsp/shared.frameset/frameset.jsp?time=1373390131001

**Permanent Posting**
WEBSITE INFORMATION

Federal Bureau of Investigation

Job postings for this agency are continually listed at www.fbijobs.gov Please visit website for information.

IRS Office of Chief Counsel – (recent graduate/alumni)

USAJOBS link for the tax attorney positions:


Millennium Challenge Corporation (MCC)

The MCC is a U.S. Government corporation whose mission is to provide assistance that will support economic growth and poverty reduction in carefully selected developing countries that demonstrate a commitment to just and democratic governance, economic freedom, and investments in their citizenry. Website: www.mcc.gov Job postings for this agency are listed at www.avuedigitalservices.com Please visit website for information.

South Carolina Government Jobs – (recent graduates/alumni)

To view the full job posting for any opening at State of South Carolina, click here:

http://agency.governmentjobs.com/sc/default.cfm

Click on a job title to view the complete job posting of any position listed. After you have reviewed the job posting, you can apply for the position by clicking on the "Apply" button and completing the online application.

USDOJ – (alumni)

Various Locations

Attorney Vacancies at the U.S. Department of Justice

There are current attorney vacancies at the United States Department of Justice. We encourage all interested applicants to apply; however, please note that due to temporary funding restrictions we may not be able to fill all of the currently advertised positions.
To learn more about Justice and our legal careers, please visit our website:
www.justice.gov/careers/legal/.

BarBri Bar Review
http://www.barbri.com

Department of Justice
http://www.usdoj.gov

Directories/Job Boards
http://www.airsdirectory.com

Earthjustice Legal Defense Fund
http://www.earthjustice.org

Equal Employment
http://www.eeoc.gov

Federal Communications Commission
http://www.fcc.gov/jobs

Find a Firm Profile
http://www.lawperiscope.com

Florida State Jobs
https://peoplefirst.myflorida.com

Glassdoor
https://www.glassdoor.com/index.htm

Institute for Justice
http://ij.org

Landmen
www.landmen.net

Martindale-Hubbel Law Directory
http://www.martindale.com

National Labor Relations Board
http://www.NLRB.gov

North Carolina Conference of District Attorneys
http://www.nedistrictattorney.org/jobopportunities.html
New Jersey Court System
http://www.judiciary.state.nj.us/jobs/index.html

Office of the Attorney General for the District of Columbia
https://oag.dc.gov/page/supervisory-and-staff-attorney-positions

Richland County Bar Association
http://www.richbar.org

Political and Legislative News
www.rollcall.com

South Carolina Bar
http://www.scbar.org

The Law Clerk Hiring Plan
http://www.cadc.uscourts.gov

Top Nonprofits
www.topnonprofits.com

U.S. Patent & Trademark Office
https://oedci.uspto.gov/OEDCI/

United States Court of Appeals for the Ninth Circuit

United States Bankruptcy Court - District of South Carolina
http://www.scb.uscourts.gov

END OF ALUMNI JOB OPPORTUNITIES BULLETIN