



PEOPLE ARE THE PRACTICE

We find the best candidates. You can build the best team.

- ATTORNEY RECRUITMENT
- PARALEGAL PLACEMENT
- SUPPORT STAFFING
- TRAINING

ATTORNEYRESOURCE

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PARTNERING WITH ATTORNEY RESOURCE

When you choose Attorney Resource, you are selecting a staff of professionals with a passion for what they do – assisting you with advancement of your career. Whether you seek temporary or contract work as a career choice or seek interim employment while searching for the best position in which to advance your career path, Attorney Resource is committed to helping you identify opportunities and make sound career choices.

Through the years, Attorney Resource has been described as “candidate driven.” What a terrific compliment to our recruiting staff!

What does this mean to you? It means Attorney Resource will:

- Listen to the needs and requirements of its candidates
- Advise and recommend the best available opportunities whether it be temporary, temp-to-hire, contract or direct placement
- Provide competitive compensation for temporary and contract-based employment
- Maintain consistent contact with those on temporary or contract assignments through the complete cycle of the assignment
- Recommend training opportunities available with Attorney Resource to maintain and advance skills necessary to perform in today’s legal community – some training offers CLE credits needed to maintain a professional status
- Communicate consistently with those candidates placed directly with Attorney Resource clients

STAFFING SOLUTIONS

FOR YOUR SPECIFIC NEEDS

Legal Staffing | Our highly talented team of professional search consultants and staff coordinators offers deep experience in providing superior candidates for assignments. We pride ourselves on our responsiveness and service, and we work closely with clients to identify and meet their needs for temporary, temporary-to-permanent and permanent placements. Our offices share a nationwide database of legal contacts and a state-of-the-art internal communications system that enables them to identify the most qualified candidates and respond quickly to your needs.

“The professionals at Attorney Resource take the time to learn our needs and the Firm’s culture. The candidates they recommend are always first rate and a good fit. My staffing needs are always met when I call.”

Pamela Smith, Chamberlain McHaney

Temporary Staffing | We provide the most experienced legal personnel with individual attention to your unique needs. Our temporary staff receives excellent compensation, career development and hands-on-training opportunities in order to put their knowledge to work for you.

PROFESSIONAL STAFF:

- Attorneys
- Paralegals
- Legal Administrators
- Information Technology Specialists

LEGAL SUPPORT STAFF:

- Legal Secretaries
- Project Assistants/Teams
- Receptionists
- Word Processing Specialists

RECRUITING

FOR YOUR SUCCESS

Attorney Recruiting | Attorney Resource has 40 years of experience in matching individual skills and ambitions with the needs and desires of law firms and corporate legal departments nationwide.

If you need to enlarge your legal staff by direct hire or merger, or if you are seeking a more challenging position, contact one of our recruiters.

All attorney recruiting and placement is on an employer paid, contingent fee basis. All communications with Attorney Resource held in strictest confidence.

You can rely on the experience and integrity of Attorney Resource.

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TRAINING SOLUTIONS AS TECHNOLOGY INVESTMENTS

Certified Instructors | Attorney Resource provides instructor-led and end user software training to law firms and corporate legal departments locally, regionally and nationally. Whether you need design and training for a full-scale software migration, assistance with training for a new software program or upgrade, or instruction on specific features of an application, the certified instructors at Attorney Resource will maximize return on your technology investment.

“Attorney Resource’s expertise is tremendous. They did a great job handling our multi-level class. I would recommend them to anyone.”

Jane Doe, Law Firm

Microsoft® Office Specialist | Attorney Resource is an authorized testing center for Microsoft Office Specialist. The Microsoft® Office Specialist program is globally recognized as the standard for demonstrating desktop skills with the Microsoft Office Suite of business productivity applications.

WE FOCUS ON:

- Planning and Education
- End User Training
- Floor Support
- Course Development
- Template Creation
- Train the Trainer Instruction
- Certification - Microsoft Office Specialist

INSTRUCTOR-LED TRAINING WEBINARS

Training at Your Desktop | The practice of law today demands productivity and efficiency as well as software knowledge. If you have all the technology tools and know how to use them, then you can do what you do best – deliver your finest legal expertise to your clients.

We provide instructor-led interactive training. You can attend a webinar with an instructor who can clearly explain the software without ever leaving your desk. This saves time and money!

You can set up a large group instructor-led webinar or, for one-on-one customized training, you can have an interactive session in which the instructor will give you control to enhance the training experience. Whether you are a novice or an advanced user, we can help give you a great ROI for your technology dollars.

LEARN TOPICS SUCH AS:

- Working with Styles in Word
- Creating a Table of Contents
- Animating a PowerPoint Presentation
- Combining Multiple Documents into One PDF File
- Creating a Chart in Excel
- Creating Queries in Access

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