Pre-eminent New York City personal injury firm that has been representing individuals throughout the New York City metro region for over 40 years is seeking an eager and motivated Personal Injury Attorney to join our amazing team. The firm prides itself on the exemplary quality of service that it delivers to its clients and has successfully represented clients with all types of personal injury claims.

This role will collaborate and work alongside experienced PI attorneys and is an excellent opportunity to gain valuable hands-on experience within the field. The ideal candidate will have at least one year of relevant litigation experience, but senior level candidates are welcome as well.

**Key Responsibilities**

* Work alongside attorneys to guide clients through the case from inception to trial.
* Help maintain positive and professional relations with clients, colleagues, and opposing counsel through strong communication and professional conduct.
* Manage a heavy caseload and understand how to prioritize cases and work independently.
* Conduct legal research and prepare documents needed for court appearances, pleadings, depositions, and trial preparation.

**Qualifications**

* Juris Doctor from an accredited law school is required.
* Licensed to practice in NY required.
* Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook) and other relevant software applications. Experience with Filevine is a plus.
* Strong attention to detail and accuracy in maintaining case information.
* Excellent communication skills, both verbal and written, with the ability to interact professionally with clients and colleagues.
* Ability to prioritize tasks effectively and manage time efficiently in a fast-paced environment.
* Proactive problem-solving skills and a willingness to learn and adapt to new challenges.
* Discretion and confidentiality when handling sensitive information.

**Salary / Benefits and Additional Information**

* $110,000 - $175,000 plus financial incentives
* Comprehensive benefits package including health insurance, 401(k), and paid time off.
* Opportunities for professional development and advancement within the company.
* Friendly and supportive work environment with a focus on teamwork and collaboration.