

Real Estate/Tax Title Paralegal

KP Law, P.C.
Boston

KP Law, P.C. located in downtown Boston seeks experienced Real Estate Paralegal with Tax Title exp., including conducting title searches, preparing real estate and tax title documents and acting as a liaison between the attorneys and clients. Ability to work independently with real estate and land use teams.

Advanced MS Office Suite, Time, Doc. Management, Legal Billing systems, and internet research skills required. Bachelor's Degree and Paralegal Certificate preferred. Excellent salary/benefits. EOE.

To apply, please forward cover letter and résumé to:

jobs@k-plaw.com