

# **Legal Assistant / Administrator**

***30-35 hours per week***

## **Mansfield**

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Small Mansfield law firm seeking detail-oriented legal assistant / paralegal. Data entry, bookkeeping skills, filing, scanning of documents; experience preferred but willing to train.

**E-mail resume to [pnagle@pnaglelaw.com](mailto:pnagle@pnaglelaw.com)  
and include RESUME as subject.**