



### **Real Estate Paralegal Posting**

The Real Estate Practice Group at Benesch, Friedlander, Coplan & Aronoff LLP is seeking to add an additional paralegal to its team. Ideal candidates will have experience in the following areas: documenting and coordinating lease transactions, preparing closing documents, preparing closing checklists and documents, reviewing agreements, ordering title searches, recording documents, title and survey review work and resolving title and survey issues. The chosen candidate will be working with a team that deals with a wide range of commercial real estate matters, including complex business transactions.

Benesch's Real Estate team provides companies and individuals with a full range of legal representation and counsel in connection with all aspects of their real estate needs. It represents landlords, tenants, owners, developers, lenders, and borrowers in the acquisition, development, financing, leasing, and management of real property. This includes real property such as shopping centers, commercial, industrial, multi-family, hotel, and office developments, and recreational facilities.

Qualified candidates will have at least 3-4 years of solid real estate experience. In addition, a B.A. or B.S. degree and/or a paralegal certificate from an ABA accredited paralegal program is preferred. Excellent communication & presentation skills (oral and written) are essential for the success of this candidate. The ideal candidate would possess the following characteristics: honesty and integrity, hard working, a team player, a detail-oriented professional, commitment-driven, a creative problem solver.

To apply, please send a cover letter, resume, and transcript by email to **Carrie Pachinger, Legal Recruiting Manager**, [cpachinger@beneschlaw.com](mailto:cpachinger@beneschlaw.com).

For more information about Benesch and our Real Estate team, please visit our website at <http://www.beneschlaw.com>. Be sure to check out our recruiting video and recruiting brochure under the Join Us section.