

MacDonald Associates pc is a dynamic and well-respected Richmond Hill firm specializing in commercial, construction and employment litigation.

At MacDonald Associates pc, we are committed to delivering high caliber work with a focus on client service. We are team players working in a collaborative and supportive workplace with competitive compensation.

We are currently seeking a motivated, personable associate to join our team.

### **Role**

- Supervised and Independent carriage of assigned files
- Drafting a wide range of documents, including pleadings, motion records and facta
- Attending examinations for discovery and case conferences
- Research and analyze legal issues
- Manage all files methodically and efficiently
- Ensure that outstanding client care is given at all times and to maintain a highly professional approach
- Take responsibility for your own personal and professional development, with support from the firm
- Undertake such other duties, training, and/or hours of work commensurate with the role.

### **Qualifications**

- 2+ years of experience in employment law and/or litigation
- Law degree from an accredited institution
- Member in good standing with the Law Society of Ontario
- Excellent written and verbal communication skills
- Strong analytical and problem-solving skills
- Proficient in legal research
- Ability to work independently and as part of a team
- Attention to detail and strong organizational skills

Interested candidates are invited to send their application materials, including cover letter, resume, writing sample, references and transcripts (undergraduate, law school, and any other post-secondary academic transcripts or credentials) to Jamie Sanderson ([jsanderson@maclawyers.ca](mailto:jsanderson@maclawyers.ca)) and Jason Allingham ([jallingham@maclawyers.ca](mailto:jallingham@maclawyers.ca)).