

NOW HIRING

Local law firm in Sherman Oaks, California seeks students for part-time, entry-level clerical work (filing, copying, data entry, etc.) supporting a high-volume legal office. Must be at least 16 years old, able to obtain a work permit, and available to work a minimum of 2-3 hours after school at least 3 days per week. All necessary training is provided. Great opportunity to earn experience and enhance college applications!

Ideal candidates are:

- AP or Honors students
- Detail-oriented
- Organized
- Eager to learn new things
- Able to work full-time during school holidays

Email HR@rwclarklaw.com to request an interview today!