

Law Clerk Opportunity

Company: Ohio Turnpike & Infrastructure Commission
Location: Berea, Ohio
Hourly Rate: \$15.00 per hour

Responsibilities:

Successful candidate will work assisting the General Counsel to complete review of real property records, data entry, research projects and day-to-day legal work for the Ohio Turnpike as assigned by the General Counsel. This is a temporary part-time position for eligible applicants.

Specific Requirements Include:

- Strong reading, writing, research and analytical skills
- Superior organizational skills and excellent attention to detail
- Computer proficiency
- Interest in real estate, government or public policy work
- Must have a valid driver's license
- Ability to work approximately 20 hours per week at our Administration Building in Berea, OH

To Apply: Please go to our website, download an application (under Careers Section) and send it along with a completed FCRA Authorization Form and resume to the attention of Don Shantz, Human Resource Generalist, 682 Prospect Street, Berea, OH 44017 or via email to donald.shantz@ohioturnpike.org.

Applications will be accepted until the position is filled.

The Ohio Turnpike and Infrastructure Commission is an Equal Opportunity Employer