

Conflicts Attorney

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Company: Pathways Personnel

Location: Bogotá

Category: other-general

Our client is an Am Law 100 law firm. They are seeking a Conflicts Attorney for a long term assignment in their San Francisco office.

Our client has a hybrid work schedule of 3 days in office and 2 days remote.

Job Summary:

The Conflicts Attorney is responsible for daily review and analysis of conflicts and other issues related to firm acceptance of new clients, new matters and lateral attorneys.

Job Responsibilities:

Analyzes conflict of interest reports for all new firm representations and lateral attorney hires to identify potential conflict problems.

Resolves conflict of interest issues related to the firm's clearance of new clients, new matters and lateral attorneys.

Reviews client outside counsel guidelines and assists with assessment of firm's ability to comply.

Qualifications:

JD and active bar license required.

3+ years of practice or conflicts experience in a mid-size to large law firm.

Knowledge of conflict-of-interest principles under professional responsibility rules.

Experience with Elite, MS Word, Excel, and internet research related to corporate family relationships.

Strong oral and written communication skills.

Hourly Rate Up to \$60/hour, depending on experience.

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