



## Rutherford Co., NC- Client Services Specialist Needed for Dynamic Law Firm ASAP!

Do you have excellent customer service skills? Are you able to display compassion and empathy while being efficient on the phone and computer? Are you a multi-tasker who would enjoy working in a fast-paced, growing law firm?

If so, look no further...

Our firm recruits attorneys, legal assistants, and administrative staff for their skillful and zealous pursuit of helping people through complex and often emotionally challenging legal situations. The firm serves Western NC and Upstate SC; we are seeking a client services professional to work with a various assortment of legal clients in a professional law firm environment. This position is based in our headquarters in downtown Rutherfordton, NC.

The ultimate goal of the Intake Specialist is to be the first point of contact when a prospective client is surveying legal options (known as a “lead”) and convert them from a prospective client to a tangible one.

Sound like you may be a fit? Contact us today by sending a resume to [kforward@kinglawoffices.com](mailto:kforward@kinglawoffices.com).

We look ahead to hearing from you!

<http://kinglawoffices.com/careersemployment/>

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