



THE LAW OFFICES OF MAX ELLIOTT, LTD. seeks a **Part-Time Litigation Associate**. The candidate must be **licensed in Illinois** and have a minimum of 2 years' experience in **civil litigation**. The ideal candidate will be able to represent clients in all aspects of litigation including court hearings and conferences; perform all aspects of oral and written discovery; draft pleadings, motions, legal memoranda, client reports, affidavits; engage in active motion practice; and conduct fact investigation or development. The successful candidate will **WFH and in-office**, which means they should reside in or be willing and able to commute to Chicago and collar counties.

Our firm is a **fast-paced and collaborative work environment** that uses technology and traditional practice management processes. The successful candidate will be expected to work autonomously but also provide regular status reports and timely follow-up with their Supervising Attorney.

The firm will provide the successful candidate with an opportunity for growth with a strong and respectable Chicago legal brand and growing New York brand, a flexible schedule, professional development opportunities, and business development opportunities. We anticipate this position will become full-time.

Apply for this position through [Indeed](#). Include a cover letter with your resume and be sure to complete the two assessments. **Do not contact our office directly; we are also working with a professional recruiter.** Writing samples will be required later in the hiring process.

MANAGING ATTORNEY MAX ELLIOTT

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