



<b>Job title</b>	Litigation Associate
<b>Reports to</b>	Partners
<b>Location</b>	Charlottetown PE

Key Murray Law is the largest independent law firm in Prince Edward Island. We are an Island-based team of lawyers and professional support staff who are committed to creating value for our clients through the delivery of innovative, consistent, and dependable legal services. We are an experienced and dedicated team who provide our clients with effective and efficient legal services. Proficient in many legal disciplines, we are equipped to advise and advocate for our clients in many matters, forums, and areas. Our firm provides clients with the strength of a global alliance and a team with a local focus from multiple locations across Prince Edward Island. PEI locations include Charlottetown, Summerside, Mill River, and Souris.

In addition to providing leading legal services across the Island, we are steadfast in our pledge to play a positive role in the future of the communities and organizations of Prince Edward Island. This fundamental vision is bolstered by a continual commitment to the philanthropic traditions of Key Murray Law.

Key Murray Law hires on the basis of merit. We are committed to employment equity and welcome diversity.

### **Summary of Responsibilities**

As a litigation associate you are responsible for a variety of duties. Working with a dynamic and collaborative team, you will:

- Provide a high level of client service in all areas of civil litigation, including but not limited to personal injury, insurance claims, commercial and contractual disputes and administrative matters, and will proactively manage a broad range of complex matters both independently and under the direction of more senior legal professionals
- Independently manage an extensive case load
- Advocate on behalf of clients in various levels of court and at various tribunals
- Act as a mentor to junior associates, articled clerks and law students

### **Qualifications**

- Law degree from a recognized university
- Minimum of 3 to 5 years of experience in litigation law, but applicants with lesser or other experience are welcome to apply.
- Knowledge of relevant legislation
- Excellent analytical skills with attention to detail.
- Ability to develop and maintain strong client relationships and attract new ones
- Excellent verbal, written and interpersonal communication skills
- Strong ability to work as part of a team, and independently, in a deadline-oriented environment



## **Salary and Benefits**

Salary commensurate with experience and qualifications.

Key Murray Law provides a competitive compensation and benefits package including:

- Health, Dental and Vision
- Life insurance and Accidental Death
- Vacation, Holidays, and Sick Leave
- Legal Education and Professional Development
- Employee and Family Assistance Program
- Travel Insurance

## **Working Hours**

Salaried Position: Monday – Friday, 8 am –5 pm

This position will require occasional after hours, or extended hours based on client needs.

## **To apply for this Career opportunity:**

Please forward your resume to [sandy.rundle@keymurraylaw.com](mailto:sandy.rundle@keymurraylaw.com)