

Dorisa Nachla B.A., LL.B.
Barrister & Solicitor
Notary Public

242 Kerr Street,
Unit 2
Oakville, Ontario
L6K 3B2

55 Village Centre Place,
Suite 200
Mississauga, Ontario
L4Z 1V9

Tel: (905) 290-1965
Fax: (905) 257-8065
Email: office@nachlaw.com
www.nachlaw.com

Position: Associate Lawyer – Family Law

Nachla Law Office was established in 2005. We are a small boutique firm based in Oakville, Ontario that continues to grow. Over the years, Nachla Law Office has earned a solid reputation in Oakville through our exemplary service to our clients and through our community service as being a law firm with a heart. We serve our clients and our community with dedication, compassion, and integrity. We are proud of our excellent customer service and honoured by the trust that our clients have in us. Nachla Law Office is committed to inclusiveness, equity and accessibility. All of this could not be possible without our excellent team. Most of our team members have been with the firm for a number of years. We have an extremely congenial work atmosphere and we value work/life balance.

We practice in the areas of Family Law, Real Estate, Wills and Estates, and Corporate/Commercial to offer our clients well-rounded legal advice in often inter-related legal areas. Our primary area of concentration is Family Law. Our philosophy is that Court is a place of last resort, but there for a reason. We strive to be by our client's side regardless of their circumstances, offering knowledgeable legal advice and support. Some of our Family Law lawyers are Collaboratively trained and certified, and we encourage and support our litigation lawyers to obtain their Collaborative training and certification to have that skill set even for their litigation matters. We Mediate and offer lawyer assisted Mediation.

At this moment, we are actively searching for a Family Law lawyer with about 3+ years of solid experience in Family Law litigation. The key responsibilities include:

- knowledge and ability to read and understand the Family Law Rules
- Preparing Court documents for service and filing at the Ontario Court of Justice and the Superior Court of Justice in all phases of a Court proceedings, including Continuing Records, Endorsement Records, Financial Statements, Briefs, Disclosure, Motion Materials and Trial materials
- Ability to prepare and understand financial disclosure
- Ability to correspond with clients and the Courts
- Excellent writing and communication skills
- Excellent organizational skills
- Diligent with keeping clients apprised with respect to their matters and with respect to their accounts

Qualifications for this position include:

- Licensed Member of the Ontario Bar association is required
- 3 years' + solid experience in Family Law, and particularly Family Law Litigation is required
- Excellent verbal and written communication skills in English is required
- Experience with programs: DivorceMate, Microsoft Teams, OneDrive, Office 365 are required
- Good judgment, an ability to think critically, strong interpersonal skills, and the ability to thrive in a fast-paced environment
- The ability to independently manage a substantial caseload is required

What you will bring to the team:

- A motivated and energetic individual, with the ability to prioritize and effectively meet deadlines while meeting client's needs and creating a positive work environment
- A positive disposition, flexible attitude, enthusiasm, energy, and a team player
- An outgoing personable personality to elevate client interactions and service
- The ability to problem-solve under pressure and work independently while being part of a team
- Ability to add value to the team, by being proactive with the ever-changing legal landscape

Nachla Law Office offers an enjoyable work environment and competitive remuneration commensurate with experience and linked to an incentive program. We also offer Group Health Benefits.

If you feel you are compatible with Nachla Law Office, please submit your cover letter and resume to office@nachlaw.com.