

Workers' Compensation Applicant Attorney Job Description

Job Description:

Mid-Size Orange County law firm with 40+ employees is seeking a highly motivated full-time workers' compensation applicant attorney with 10+ years experience. We require self-motivation, strong organizational and writing skills and a willingness to try cases. The successful applicant must be able to immediately handle own caseload. Fluent in Spanish a plus!

Responsibilities/Job Duties:

- Conduct discovery and perform legal research;
- Draft pleadings, findings of fact, motions, briefs, opinions and other legal documents;
- Represent the interests of the claimant at hearings, trials, depositions, oral arguments, mediations, arbitrations and other proceedings;
- Litigate cases before a workers' compensation judge or referee;
- Remaining current with the developments in the law;
- Negotiate settlements on behalf of the claimant;
- Perform other related duties as required

Skill/Qualifications:

- 7+ years of experience in workers' compensation applicant matters;
- Graduation from an accredited School of Law;
- A member of the California State Bar in good standing;
- A valid California Class C driver's license.
- Must be able to manage own caseload;
- Excellent communications (written and verbal) skills and strong organizational skills;
- Fluent in Spanish a plus;
- Strong writing and legal research skills, including Lexis;
- The ability to perform in a fast-paced, deadline oriented environment;
- Ability to prioritize multiple tasks and ensure timely completion;
- Knowledge of local, state and federal court rules and filing procedures;
- Works independently with minimal supervision and instruction;
- High level of professionalism, integrity and positive demeanor;
- Computer literate and adaptability to new computer software/programs;
- Proficient in Salesforce, Netdocs and Microsoft Office (Word, Excel, etc.);
- Team player;
- Reliable.

Benefits:

Our Company is offering the right person a career- not just a job. We offer a competitive benefits package which includes health insurance,

15 days of personal time off per year, paid holidays, 401(k), Profit Sharing Plan, plus a variety of other voluntary benefits (such as dental and vision). We also offer a friendly family-oriented environment.

Please submit your resume and salary requirements to ahenry-mouzis@damfirm.com