

IMSBLAW, P.S. law firm in Pullman, Washington, a community with big city amenities and small-town charm.

Seeking a full-time paralegal or legal assistant with excellent writing, keyboarding and organizational skills. Requirements include a paralegal certificate and/or proven experience as a paralegal or legal assistant and proficiency in Microsoft Office programs.

Salary--DOE; medical and retirement benefits. Submit résumé to imsb@imsblaw.com or PO Box 604, Pullman, WA 99163.