

Attorney Investigator – California

We are seeking a dynamic full-time Workplace and Campus Investigations Attorney. This is a full-time, exempt position with the ability to work in a remote or hybrid arrangement. A successful candidate must have at least three years of experience practicing law in California with a background in employment and labor law for at least two of those three years. Strong writing and analytical skills are essential to this position. Compensation will be determined based on qualifications and experience. Excellent benefits provided including medical, dental, vision, 401(k) with employer contribution, and paid Winter Break vacation. The Firm's annual billable requirement for all Attorneys is 1600 hours. The Firm sends all new Attorneys to the Associate of Workplace Investigators Institute within the first 6-12 months of employment. For information on our unique practice, please visit www.vmlawcorp.com.

Our firm encourages employees at every level to take an active role in the development and success of the firm. VM provides all Attorneys with robust ongoing training in the area of neutral investigations, through our Attorney Training Program.

As an Attorney at VM you can expect to:

- Draft detailed investigative reports, documents, and correspondence;
- Conduct investigations from intake to completion, including witness interviews;
- Review, interpret, analyze and evaluate witness statements, documents and physical evidence collected during investigations;
- Review, summarize, create and organize legal documents and information;
- Receive ongoing training and mentorship;
- Occasional travel required; and,
- May also perform other duties as appropriate to the skill, experience and education level of the candidate, and the needs of the Firm.

Requirements:

- Three years of experience practicing law in CA, required
- Two years of experience practicing in labor and employment, preferred
- Strong writing skills, required
- Previous experience with neutral investigations, preferred
- Strong listening and communication skills and the ability to accept and implement feedback
- Ability to assess facts with impartiality and eliminate personal biases
- Must be able to maximize time and effort in addressing position responsibilities, as well as quick adaptation to changes in priorities
- Positive, professional and approachable attitude and demeanor and the ability to collaborate with others

The salary range for this role is \$120,000 - \$170,000 and represents the Firm's good faith and reasonable estimate of the range of possible compensation at the time of posting. Actual compensation will be dependent upon a number of factors, including but not limited to, the candidate's relevant experience and qualifications.

To Apply:

Please submit a cover letter, resume, and brief writing sample to:

Bay Area | Los Angeles
Sacramento | San Diego

(916) 779-2402

vmlawcorp.com

Emma Newton, Recruitment and Professional Development Coordinator
Van Dermyden Makus Law Corporation
2520 Venture Oaks Way, Suite 450
Sacramento, CA 95833
recruiting@vmlawcorp.com

Guidelines for Writing Sample:

Please submit two of the following writing samples:

Memo, article, client update communications, appellate brief or attorney demand letter.

The two writing samples can be of the same type or different. The candidate must be the sole author of the writing samples submitted. We will not accept discovery motions or pleadings. The purpose of the writing samples are to evaluate each candidate's ability to summarize and distill information.

Van Dermyden Makus Law Corporation is dedicated to the goal of building a culturally diverse and pluralistic staff committed to investigating and working in a multicultural environment.