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**Position Title:** Attorney – Entry-Level Business Transactional Associate

**Time Commitment:** Full-time

**Experience Level:** 0-2 years

**Salary:** Commensurate with experience. Please include salary expectations in cover letter.

**Compensation:** Complete Benefit Package, including but not limited to: Health, vision, dental and life Insurance, 401(k) plan, and paid time off (PTO)

**Location:** Asheville, NC

### **Who We Are**

Established in 1907, The Van Winkle Law Firm is the largest law firm headquartered in the beautiful mountains of Western North Carolina. With two office locations, we proudly serve individuals, families, and businesses throughout the Southeast. As a distinguished and respected firm, our attorneys and staff have become recognized for our ability to utilize the best practices and methods possible to meet our clients' needs. While we are passionate about providing sound legal counsel, we believe our responsibilities go beyond serving as legal representatives. We are interested in getting to know our clients and obtaining a thorough understanding of their unique needs and goals.

### **Our Values and Culture**

Van Winkle, Buck, Wall, Starnes and Davis, P.A. is committed to advancing, cultivating, and preserving an organizational culture of diversity, equity, and inclusion. We strive to create a workplace where our employees, clients, and business partners can thrive. We are an Equal Opportunity Employer providing all employees and applicants with a workplace free from discrimination or harassment, and with equal employment opportunities without regard to race, color, religion, sex, sexual orientation, gender identity, pregnancy, age, national origin, disability, veteran status, genetic information, ethnicity, citizenship, or any other characteristic protected by federal, state, or local law. Unlawful discrimination, harassment, and retaliation will not be tolerated in any of the Firm's offices or any other work-related setting. Qualified individuals with a disability may request a reasonable accommodation in order to apply for a position or to enable them to perform the essential functions of a position for which they are otherwise qualified. If you need an accommodation or need to discuss your situation, please contact us at [careers@vwlawfirm.com](mailto:careers@vwlawfirm.com).

### **Our Ideal Applicant**

The ideal candidate will have some relevant transactional experience or coursework (including entity selection and formation, contract drafting, and/or mergers and acquisitions), as well as exceptional research and writing skills, a desire to build and grow their practice with the firm, and the capacity to work both independently and collaboratively. We are actively looking for a diverse applicant pool. LGBTQIA+ individuals, Black, Indigenous, people of color, parents, people with different abilities, veterans and people who speak English as a second language are encouraged to apply.

### **Requirements**

- Qualified candidates will have 0 - 2 years of relevant experience.
- Applicants must be a graduate of an accredited law program and licensed to practice law in the State of North Carolina (or eligibility to waive in).

**How to Apply**

Please submit all application materials, including a cover letter, resume, and any other relevant materials to [careers@vwlawfirm.com](mailto:careers@vwlawfirm.com). We offer an excellent benefits package and competitive salary, commensurate with experience. Please include salary expectations and any work flexibility desires in your cover letter. All inquiries and applications will be kept in confidence.