

The Boone County Prosecutor's Office is currently offering an exciting opportunity for individuals interested in the legal field. We are looking for a full-time, entry-level Litigation Paralegal to join our team. While prior experience as a paralegal is not required, candidates should have a background in professional office settings, particularly within legal, medical, or similar sectors. The role involves a range of responsibilities, including providing comprehensive legal and clerical support. The ideal candidate will be adept at producing and delivering high-quality legal and clerical services, which are vital to the functioning of the criminal division and to serving the community effectively. An interest in criminal law would be beneficial for this role, as it is central to the daily tasks and long-term goals of the position. This is a chance to contribute to the justice system and make a meaningful impact on the community. Interested applicants are encouraged to consider this role if they are looking to build a career in the legal domain and serve the public interest. Salary range is \$52,254-\$66,770, depending on experience. County benefits will be provided.

Interested candidates should submit a resume and cover letter to
<https://www.governmentjobs.com/careers/boonecountyin>