**Bankruptcy Attorney Job Description Template**

[Insert company name here] is an established and successful law firm specializing in [insert key areas of focus here]

We’re looking for a Bankruptcy Attorney to become a part of our team and represent clients in legal proceedings, draw up legal documents, and advise clients on legal transactions.

### Roles & Responsibilities

Responsibilities include, but are not limited to:

* Represent clients in court or before government agencies
* Prepare and draft legal documents on behalf of clients
* Advise clients on business and legal transactions
* Negotiate settlements for legal disputes
* Comply with all legal standards and regulations
* Perform administrative and management functions related to the practice of law

### About you

* Previous experience in law
* Familiarity with various legal documents
* Strong analytical and problem-solving skills
* Ability to build rapport with clients
* Excellent written and verbal communication skills

### What you’ll get in return

The firm offers a generous benefits package along with compensation based on experience level and client orientation.

* Competitive compensation based on experience
* Medical insurance plan
* Dental insurance plan
* Vision insurance plan
* Contribution to life insurance plan
* 401k profit sharing
* Parking reimbursement
* Social, charity, and wellness events

To apply for the role or have a confidential discussion, contact us on [insert recruiter email address] or [insert recruiter phone number]