

Executive Legal Secretary.

Federal Public Defender seeks professional applicant with minimum 3 yrs. legal experience. Excellent organizational, written and oral communication skills are required. Thorough knowledge of WordPerfect and Desktop Publishing with above average computer skills experience. College degree is desirable. Federal benefits and holidays. Paid Parking. Send letter of interest, resume with 3 business references and salary history to: Executive Legal Secretary, 500 Poydras Street, Suite 318, Hale Boggs Federal Bldg., New Orleans, LA 70130. No Phone Calls or Emails! Only applicants contacted for interview will be notified. Equal Opportunity Employer.