

Document Review Paralegal (Mandarin speaking)

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Location: London

Category: other-general

Excellent opportunity for a Document Review Paralegal (Mandarin speaking)

Top-tier international law firm based in London.

About Our Client

Our client is a top-tier international law firm based in London.

Job Description

The key responsibilities for the Document Review Paralegal (Mandarin speaking) vacancy are as follows:

Translation between Mandarin and English and vice versa

Tagging for relevance

Using ediscovery platforms (such as relativity)

Ad hoc tasks

The Successful Applicant

The successful candidate will have an LLB/Law degree or equivalent. The successful candidate must also be fluent in Mandarin and have previously worked in a similar role.

What's on Offer

The Document Review Paralegal (Mandarin speaking) vacancy is offering a competitive legal hourly salary with potential overtime.

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