



Paralegal – Graduate Intern

Yerra Solutions

Zurich, Switzerland

£18,000 per annum

Ref: INTFAC187

Sunderland Intern Factory Ltd is a subsidiary company of the University of Sunderland that has the aim of creating employment opportunities for Sunderland Graduates linked to the University's civic mission and its contribution to economic growth in Sunderland and the wider Northeast region.

The Internship is a full time position, initially for a 3 month period, but it is expected that this will become a Fixed Term role for two years. The Graduate Internship will be based at Yerra Solutions in Zurich, Switzerland. Accommodation and travel costs will be provided.

The Organisation:

Yerra Solutions has highly specialized expertise in law and IP operations and technology. Their approach is to fully understand your team and objectives and craft a custom strategic solution to work with you going forward. Yerra Solutions was founded with the philosophy that law and IP departments face unique complexities and require custom solutions to deliver the continuous value that enables their organisations to achieve great things.

More detailed information can be found at <http://www.yerrasolutions.com>

The Role:

This is an excellent opportunity to work as a Paralegal with large, international banking clients. It is a chance to gain valuable experience working in the legal field, reviewing legal documents whilst also having the opportunity to work abroad.

Main duties include:

- Compile, analyse and summarise legal documents
- Interact regularly with attorneys, clients and other support staff
- Perform other duties and responsibilities as requested by management
- Review documentation to determine relevance and importance to ongoing cases
- To work as part of a large team

This is an ideal opportunity for a law graduate with paralegal experience to work with an International company. Previous experience of dealing with legal documents is preferred but not essential.

To apply, please forward an up to date CV and Covering Letter to internships@sunderland.ac.uk, including the reference number **INTFAC187** by Midnight on **Wednesday 30TH September 2015**.