



Classifieds

Career Center/Classified Ads will be sent to CCBA members weekly in the Cobb Bar Briefs with a link to the Career Center/Classifieds. The public will have access to ads on the CCBA website.



Rates \$100 for 90 days. Ads will be posted online within five (5) business days of submission and payment. [Click here to Place a Classified Ad](#)

Contact Ivone Hughes at Ivone@cobbcountybar.org for more information.

Classified Title: Offices Available

Description: Two blocks from the Courthouse, at Roswell & Alexander Streets, with ample parking. Conference room, reception areas, kitchen. Share basic utilities; share other expenses as needed, including secretary, copier, fax, postage machine, internet, etc. \$575.00 per office, with some furnishings available.

Contact Name: Roger Rozen

Contact Email: RJRatty@Bellsouth.net

Contact Phone: 770-427-7004

Classified Title: Office Spaces for Rent

Description: Three furnished offices on top floor with windows available. Office is right next to the Cobb Courthouses (walking distance) on Roswell Street. Offices vary in size so rent is \$700, \$800, or \$950 per month, or option of renting 2 or 3 offices together, ideal for a small firm; includes: utilities, phones, internet, break room, conference room, parking

Contact Name: Soo Hong

Contact Email: shong@cobbcountybar.com

Contact Phone: 678-354-2290

Classified Title: Offices for rent

Description: Four first-class executive offices with windows just 7/10 mile from Cobb Courthouse on Roswell Street. \$850.00 per month; includes: utilities, copier, break room, conference room, internet, cable, phones.

Contact Name: Tim Bailey

Contact Email: tim@baileyfirmllc.com

Contact Phone: 678-779-3467

Classified Title: Legal Assistant/Paralegal position available

Description: Established firm in Canton, GA is seeking paralegal/ legal assistant. Paralegal certificate or college degree required. Employment responsibilities include answering and returning phone calls, file management/organization, schedule management, drafting and typing of pleadings and correspondence, preparing and typing discovery responses, assistance in trial preparation, extensive client interaction, basic office tasks and general office upkeep.

Practice areas of firm are varied and include workers compensation, probate, family law, criminal defense. Experience in area(s) preferred but not required. Applicants at all experience levels are encouraged to apply. Initial compensation will be consistent with experience and education level. Increases and bonuses anticipated with performance achievement.

Firm is high energy with supervisors having desire to assist in professional development and providing guidance necessary to learn practice area related tasks. A team player is required to accomplish daily firm goals and deadlines. Positive attitude and desire to assist in all forms of tasks a must.

Strong computer skills required, which include MS OFFICE applications. Proficient typing skills required in excess of 75 wpm. Typing proficiency will be verified upon second level interview.

Contact Name: Dianne Mason

Contact Email: dianne@masonlawfirmga.com

Contact Phone: 770-720-7596

Classified Title: Single office for rent

Description: Single office (about 120 sf) for rent in solo law practice office suite in Kennesaw/Acworth across from North Cobb High School. Ground level, free parking. Shared common areas include conference room, waiting room, kitchenette, bathroom and storage area. Price includes utilities and internet. \$450/mo (or \$475/mo furnished), available immediately.

Contact Name: Erika

Contact Email: orcuttlawoffices@gmail.com

Contact Phone: 678-383-7857

Cobb County Bar Association

70 Haynes Street, Suite 2006

Marietta, GA 30090

770-424-2947

www.cobbcountybar.org