**Send resumes with "Boston U" job in the subject line to**[**Chere@EstrinLegalStaffing.com**](mailto:Chere@EstrinLegalStaffing.com)

**Corporate Paralegal – New York (AmLaw National Firm)**

**Position ID: 48520**

Looking for a Corporate Paralegal role where the energy is high, the work is exciting, and the perks are actually worth talking about?

Our client, a prestigious national AmLaw firm with 19 offices, is seeking an experienced**Corporate Paralegal** to join its high-performing New York office. This is a firm that doesn't just whisper success—it *screams* it. Known for cutting-edge work in tech, life sciences, venture capital, and high-growth industries, the firm regularly advises startups, investors, and major players on transformative deals and complex regulatory matters.

The **Corporate Paralegal** will take on a hands-on, front-line role working with attorneys on private equity, capital markets, and M&A transactions. The ideal candidate thrives in a fast-paced, collaborative environment and loves the thrill of the deal.

**What the Corporate Paralegal will do:**

* Handle formation, maintenance, and dissolution of entities
* Draft, organize, and maintain corporate records
* Coordinate closings and prep the documents that make it all happen
* Draft and file corporate and securities filings, stock certificates, and capitalization tables
* Conduct due diligence and track Blue Sky filings
* Assist with legal opinion prep and train junior staff
* Tackle anything else that keeps deals running smoothly

**What you bring:**

* A Bachelor’s degree
* At least 1-2+ years of experience as a **Corporate Paralegal** in capital markets, M&A, or private equity
* Comfort with Carta, Shareworks, or similar platforms (bonus!)
* Strong Excel skills, attention to detail, and the ability to juggle (metaphorically—but hey, if you can actually juggle, we’d like to see that too)

**Why this Corporate Paralegal role stands out:**

* Free lunch. Every day.
* Weekly happy hours, barista carts, and surprise sweet treats
* Chair massages twice a month
* $1,000 wellness credit + gym membership
* Firm-issued phone or $100 monthly cell stipend
* A tiered paralegal program built for growth

If you're a **Corporate Paralegal** who’s ready for next-level transactions and next-level treatment, this might just be your next home. (And yes, **Corporate Paralegals** here stick around—they're valued, rewarded, and promoted.) Salary: $86,000 to $113,000 plus benefits and bonus.

Interested? Let’s connect.

*Estrin Legal Staffing provides personalized attention, expert coaching, and tailored search. Every recruiter comes directly from a law firm, so you’re working with people understanding the field inside and out. Whether you’re seeking a new role across the country or around the corner, you’ll get one-on-one guidance every step of the way.*

*Seen on CBS News and The Wall Street Journal, Fortune,*[*Forbes.com*](http://forbes.com/)*, Law360 and more.*