



Law Office of Ray A. Ybarra Maldonado, PLC

“Reuniting families, keeping them together”

LRYM LEGAL INTERN

Centrally located in downtown Phoenix, the Law Office of Ray A. Ybarra Maldonado, PLC (LRYM) was founded on the grounds of *“Reuniting Families and Keeping Them Together”*. Our legal areas of focus include Immigration, Criminal, Civil Rights, & Personal Injury law. Stanford graduate attorney, Ray A. Ybarra Maldonado, has roots within the Latino community and thrives on providing the best legal service possible. LRYM is a small but fast paced growing firm currently giving the opportunity to students interested in the legal field to apply for our LRYM Legal Intern position all year round.

INTERN DUTIES

- Assist on cases
- Legal research
- Drafting Legal Memos
- Organizing files
- Minimal Clerical work
- Direct Assisting to Attorney
- Observing & Shadowing Attorney

QUALIFICATIONS

- Interest in Immigration or Criminal Law
- Strong communication & writing skills
- Attention to detail
- Ability to take initiative
- Bilingual (preferred but no required)
- Ready to learn
- Team player & Go getter

Our hours of operation are Monday through Friday from 8:30AM to 5:00PM. This position is open to current Law School or Paralegal Program students and also recent graduates. Legal Interns will have the opportunity to explore all aspects of working in a law firm setting. Interns will also get to work hands on with the attorney on current cases and shadow at client visits and court hearings. We are flexible with all times of availability and take into account your student schedules.

To apply please mail, fax, or e-mail a detailed cover letter explaining your interest in the position along with a copy of your resume to;

Attention: Office Manager
2637 N. 16th Street. Unit 1
Phoenix, AZ 85006

E-mail: info@abogadoray.com (Subject Line: LRYM Legal Intern Position)
Fax: 602-910-4444

Thank you for taking the time in reviewing our LRYM Legal Internship opportunity.
We look forward to hearing from all interested applicants.