https://reliablestaffing.com/job/general-counsels-office-new-business-conflicts-clearance-attorney-rscny7406/

General Counsel's Office, New Business Conflicts Clearance Attorney RSCNY7406

Description

A leading law firm is seeking a New Business Intake Conflicts Attorney to support its firmwide ethics, compliance, and risk management functions. This role is essential to maintaining compliance with conflict of interest rules and ensuring the integrity of the firm's client intake process.

If you think you'd be a good fit, please send your resume to jobplacements@reliablestaffing.com

The Conflicts Attorney will be responsible for identifying, analyzing, and resolving conflicts of interest in connection with new client and matter intake. The role involves conducting legal research, reviewing potential ethical issues, and supporting the firm's business intake and compliance processes. The ideal candidate will bring strong legal ethics knowledge and a proactive, detail-oriented approach to risk management.

Job Location
230 Park Avenue, 10th Floor Ste 22, 10169, New York,, NY, USA

Date posted
April 20, 2026

Valid through
20.04.2031

Base Salary
$ 170,000 - $ 225,000

Employment Type
Full-time

Hiring organization
Reliable Staffing Corporation

Contacts
Send resume to jobplacements@reliablestaffing.com

Industry
Legal

Skills

- Strong knowledge of legal ethics and conflict of interest rules
- Excellent legal research and analytical skills
- Strong attention to detail and accuracy
- Ability to assess complex relationships and identify potential risks
- Strong problem-solving and decision-making abilities
- Excellent written and verbal communication skills
- Ability to work independently and manage competing priorities
- Familiarity with conflicts databases and intake systems preferred

Qualifications

- Prior experience in legal ethics, conflicts analysis, or risk management preferred
- Experience in a law firm or professional services environment strongly preferred
- Demonstrated understanding of attorney professional responsibility rules
- Ability to handle sensitive and confidential information appropriately
- Strong organizational and process-management skills
- Juris Doctor (J.D.) preferred; admission to a state bar a plus

Education

- Prior experience in legal ethics, conflicts analysis, or risk management preferred
- Experience in a law firm or professional services environment strongly preferred
- Demonstrated understanding of attorney professional responsibility rules
- Ability to handle sensitive and confidential information appropriately
- Strong organizational and process-management skills
- Juris Doctor (J.D.) preferred; admission to a state bar a plus

Button
send resume