

Business Support Services

MEET OUR FIRM LEADERSHIP

Seeking stand-out candidates

Nexsen Pruet takes pride in the quality, dedication, and professionalism of its highly valued business support service members. The average business support service member at Nexsen Pruet has been here nine years.

We are always accepting applications for a variety of support positions, including paralegals, legal secretaries, records and accounting personnel, and couriers. To apply, you may download an application for at-will employment here. Open positions are listed on this site under "Career Opportunities."

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, marital or veteran status, disability, any other legally protected status.

Learn more about working for Nexsen Pruet from some of the people who work here now:

[Leslie Puffenberger, Legal Practice Assistant, Greensboro Office](#)

Q: How long have you been with Nexsen Pruet?

A: 17 years.

Q: You can work a lot of places, why here?

A: Nexsen Pruet is a great law firm with many great qualities. One of qualities that stands out for me is being a working mom of 3, I have sometimes had to be absent with little notice and sometimes no notice. This occurrence is met with understanding and other staff members pitching in to fill in in my absence, therefore, keeping me from stressing about deadlines, etc. at work while I am needed at home.

Q: How do you describe your work environment to others outside of the firm?

A: Very pleasant work environment. Staff and attorneys communicate and get along well. The Members of the Firm seem to really care about concerns/needs from the staff and even though we have offices in many locations, the Firm works together as one big team. There are many folks in the Firm I have never met before because of being in a different office

location, but I feel like I know them personally when we talk over the phone or email back and forth about a matter. This is all the result of folks with great attitudes and willingness to help one another. Just a great group of folks.

Q: What is your favorite thing about coming to work every day?

A: The people, of course. The folks here truly feel like family. I also find litigation interesting and at times challenging.

Cheryl Ann Terrell, Legal Practice Assistant, Charlotte Office

Q: How long have you been with Nexsen Pruet?

A: Almost 14 years.

Q: What is your favorite thing about coming to work every day?

A: I really like the people that I work with daily. I like supporting the client relationships that my attorneys have developed.