



## Job Posting

**Available Position:** ERISA/Employee Benefits Attorney

**Job Location:** 2015 Crocker, Houston, TX 77006

**Employment Type:** Full-Time

**Education:** Juris Doctorate

**Years of Experience:** 2+

**Job Description:**

An ERISAFire attorney is affable, knowledgeable and willing to grow. He or she will be advising clients on employee benefits regulatory compliance.

The ideal candidate will have excellent research and writing skills and some experience in health and welfare benefits compliance—i.e., ERISA, ACA, HIPAA, COBRA, the Internal Revenue Code and other laws pertaining to employee benefits. Benefits experience may be, but is not necessarily, from practicing law and may be from insurance underwriting, brokerage or HR. He or she must have a Juris Doctorate and be able to communicate findings and recommendations effectively (clearly, concisely and technically correct) both in writing and verbally.

Job responsibilities include:

- Legal research and writing for client and broker-consultant compliance issues
- Plan document and Form 5500 quality reviews, eventually taking responsibility for issuing legal opinions
- Insurance and other benefits-related contract audits
- Welfare benefits compliance audits
- Maintenance of legal service relationships with clients
- Attending weekly company huddle/discipleship meeting
- Contributing to all-hands-on-deck projects and other duties as assigned

ERISAFire is a discipleship-oriented business in which we examine how to apply the words, works and ways of Jesus to the conduct and culture of our business. Learn more about how we serve people through our vocation at [www.erisafire.com](http://www.erisafire.com).

**Benefits:** Medical Insurance

**Compensation:** Negotiable, based on experience.

**Interested?** Contact Kindra LeFevre at 832-910-7177 or [kindra@erisafire.com](mailto:kindra@erisafire.com).