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# Discovery Support Lawyer

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**Natalie Zinman**  
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Recruitment &  
Development

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Lenczner Slaght is widely recognized as Canada's leading litigation firm. Focusing exclusively on litigation and advocacy, our lawyers represent a diverse range of clients from commercial disputes, construction litigation, class actions to cross-border matters and professional regulation.

We are currently seeking a Discovery Support Lawyer qualified to practice law in Ontario. The role involves evidentiary management and analysis, performance of document review, and conduct of quality control assessments on outsourced legal reviews. Excellent written and verbal communications skills and a proficiency in using eDiscovery software are also required.

## MAJOR RESPONSIBILITIES & DUTIES:

- Review and analyze documents and data collected from clients for production in litigation or regulatory reviews
- Perform and manage second level quality control review of outsourced document reviews
- Provide post-production support in evidentiary analysis including locating key documents, drafting summaries of evidence, answering undertakings and drafting chronologies

## POSITION REQUIREMENTS:

- J.D. or equivalent required with membership in good standing with the Law Society of Ontario
- Minimum 3 years previous document review experience including review on large scale and complex files as well as second level or quality control work
- Demonstrated proficiency in using Relativity and in particular any advanced analytical features of the software
- Ability to meet tight deadlines and time management skills

Lenczner Slaght offers the opportunity to work alongside and learn from some of Canada's most highly regarded litigators. We are known for our wealth of talent: Lenczner Slaght partners are ranked among the best of their peers nationally and lead a mentoring and development program that attracts gifted lawyers who are committed to upholding the highest professional standards.

We recruit, support, and accommodate diverse candidates with a commitment to their retention and advancement. If you require an accommodation in the recruitment process, please advise us.

Applications should be addressed to Natalie Zinman, Director, Legal Recruitment and Development. Qualified candidates should electronically submit a cover letter, résumé and transcripts online [HERE](#).

Applications are being considered as they are received. Only successful candidates will be contacted for an interview.