



## PROFESSIONAL STAFF

Our firm employs professional staff in a range of positions that involve information technology, litigation support, accounting, business development, secretarial services, desktop publishing, human resources, library sciences, building management and maintenance, and many other career options. For all of these career paths, we seek qualified individuals interested in working as part of a team whose goal is to provide our clients with excellent legal services. To those individuals, we offer a collegial, supportive, and professional firm culture that encourages creativity, embraces diversity, allows individuals to grow and develop new skills, and provides competitive pay, benefits, and programs.

We appreciate the challenges of balancing professional demands and personal and family commitments. Members of our staff may adopt a flexible schedule of working hours, including a four-day work week in certain areas. We offer generous leave benefits and have policies that allow flexibility in time off to attend to routine appointments outside the office.

Because we seek highly motivated individuals who continue to grow and progress in their careers and capabilities, we also provide a number of in-house training and education programs. Through our in-house education department, we offer many different learning opportunities, which range from instructor-led courses on the use of specific types of computer software to desk-side visits to practice specific core competency training.

*Vorys, Sater, Seymour and Pease LLP is an Equal Opportunity Employer (EOE).*

### Our Benefits

Our firm offers several different healthcare plan options, each with comprehensive features, that allow employees to tailor their coverage to their individual circumstances. In addition, we offer a Flexible Savings Account (FSA), which can be used to save money on a tax-deferred basis for planned healthcare and dependent care expenses. Dental coverage also is offered, and provides for preventative dental work, basic dental care, coverage for major dental services, and orthodontic services. A vision insurance plan is also offered that provides an eye exam plus a generous allowance for eye wear. In addition, we offer a

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confidential Employee Assistance Program, generous sick and maternity leave allowances, paid vacation and holidays, and other benefits.

The firm's other insurance benefits are extensive. We offer Group Term Life Insurance coverage, and additional optional coverage plans are available. In addition, Short Term Disability (STD), Long Term Disability (LTD), and supplemental LTD plans are offered to employees. The firm also offers a base Long Term Care (LTC) plan, as well as supplemental LTC plan coverage.

Our retirement benefits similarly are significant. We offer both traditional and Roth 401(K) plan options and have developed a comprehensive plan design offering a wide range of investment choices. In addition, we regularly sponsor presentations on investment options and retirement planning that are open to all employees.

### Contact Us

#### **Columbus, Ohio and Pittsburgh, Pennsylvania**

Jazmine Patton  
Human Resources Generalist  
52 East Gay Street  
PO Box 1008  
Columbus, OH 43216-1008  
614.545.6754 | jjpatton@vorys.com

#### **Cincinnati, Ohio**

Anne Perbix  
Regional Administrative Director  
301 East Fourth Street  
Suite 3500, Great American Tower  
Cincinnati, OH 45202  
513.723.4088 | aeperbix@vorys.com

#### **Cleveland and Akron, Ohio**

Nicole Tucci  
Office Administrator - Akron and Cleveland  
106 South Main Street  
Suite 1100  
Akron, OH 44308  
330.208.1133 | nltucci@vorys.com

#### **Houston, Texas**

Nancy Davis  
Office Administrator - Houston  
700 Louisiana Street  
Suite 4100  
Houston, TX 77002  
713.588.7005 | njdavis@vorys.com

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### Washington, D.C.

Jean Wheeler  
Office Administrator - Washington  
1909 K Street NW  
Suite 900  
Washington, DC 20006-1152  
202.467.8915 | [jewheeler@vorys.com](mailto:jewheeler@vorys.com)