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## OUR COMPANY

Paratemps is a Legal and Corporate Staffing Service for the legal and business community providing quality, carefully screened professionals for temporary, temp-to-hire, and direct hire representation throughout the greater Western MA and Northern CT areas.

## OUR CLIENTS

Paratemps has provided staffing and recruiting services to Law Firms, Insurance Companies, the Health Care Industry, Municipalities, State Agencies, For Profit and Non-Profit Companies, Financial Institutions, Private Schools and Universities.

## OUR SERVICES

**Temporary • Temp-To-Hire  
Direct Hire**

Resume Preparation

Career Consulting/Interviewing Skills

## LEGAL AND CORPORATE PROFESSIONALS

- Attorneys/Law Clerks
  - Law Firm Administrators
  - Legal Specialists
  - Paralegals/Legal Assistants
  - Business Professionals
  - Human Resource Managers
  - Compliance Analysts
  - Accountants/Bookkeepers
  - Administrative Assistants
  - Clerical/Receptionists
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# PARATEMPs<sup>TM</sup>

LEGAL AND CORPORATE STAFFING SERVICE

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[www.paratemps.net](http://www.paratemps.net) • [info@paratemps.net](mailto:info@paratemps.net)

M/WBE • SDO Certified

**Marge Fauteux, President/Owner**



## OUR EXPERTISE

- Established in 1990
- Legal and Corporate Staffing and Recruiting
- Paralegal to Sr. Partner in major law firm for over 10 years
- Adjunct Professor, Westfield State University Paralegal Program for over 13 yrs.

## MEMBERSHIPS

- Bay Path College Professional Legal Advisory Board
- Nutmeg Chapter, ALA (Association of Legal Administrators) Business Partner
- Chamber of Commerce (Chicopee)
- Member, HRMA (Human Resources Management Association)
- Member, MRC (MA Rehabilitation Commission) Business Advisory Board
- Former BNI Director, Western MA
- Member, Wilbraham BNI