Kathleen A. Shipp

Legal Administrator

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OVERVIEW

Kathy joined Rich May in 2013 as its Legal Administrator, after having been at a previous law firm for 29 years as its Legal Administrator.

She is responsible for the Firm's day-to-day operations, including all aspects of Human Resources, Staffing and Benefits Administration, Information Technology and Facilities Management. She is a member of the National and Boston Chapters of the Association of Legal Administrators. She has a Legal Secretarial Certificate from Burdett School in Boston and is a Notary Public for the Commonwealth of Massachusetts.

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