



Natalia Wieprzowska

Marketing Specialist, Business Development & Marketing Department

Jak mogę pomóc

I am a member of the RK Legal administration team. I support the law firm's team in the implementation of daily tasks and I care for a positive image of the company among our guests.

I manage the effective flow of information in the company and I am responsible for the legal assistance area. I supervise the correct circulation of correspondence, keeping court case files and meeting calendars.

Experience

I support the activities of marketing and business development departments and carry out activities in the field of internal communication. Co-organizes trainings, integration and internal meetings for the RK Legal team.

I take care of the RK Legal website. I prepare information for clients in the form of newsletters and legal alerts from the law firm. I am responsible for servicing clients and business partners in the office's secretary's office.

Informacje

+48 22 380 33 44

natalia.wieprzowska@rklegal.pl

[LinkedIn](#)

[Vcard](#)