



Haylee Cross

Office Manager

Practice Administration
Human Resources
Information Technology
Communication Systems

Haylee applies the administration and management skills she has gained and honed over the past 18 years at Marino Lawyers, to ensure the smooth day to day running of the practice, freeing up the firm's legal team to focus on their clients.

Haylee plays a key role in HR, coordinating recruitment of new staff, inducting all employees and training staff in use of the firm's computer software programs. Haylee ensures that all legal personnel and legal secretaries learn to use the firm's systems proficiently. This guarantees everyone in the firm is able to create efficient works flow, and effectively manage the firm's legal knowledge.

Sponsorship also falls under Haylee's portfolio entailing coordination of the firm's extensive community participation program. While the lawyers serve on the committees of local associations and provide pro bono work, Haylee is solely responsible for organisation and liaison of events supported by the firm in each of the five local communities where their offices are located.

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