

# MEIRA BYRNE

## Attorney

 meira.byrne4@email.com  
 (123) 456-7890  
 Atlanta, GA  
 LinkedIn

## BAR ADMISSIONS

- Georgia

## EDUCATION

Juris Doctorate  
**University of Georgia**

 2009 - 2011  
 Atlanta, GA

Bachelor of Science  
Finance  
**Georgia State University**

 2004 - 2008  
 Atlanta, GA

## SKILLS

- Legal Research
- Technical Writing
- Client Relations
- Negotiations
- Ethics
- Debate
- Client Collaboration
- Time Management

## CERTIFICATIONS

- Certified International Trade Law Specialist (CITLS) - IIEI
- Accredited Legal Professional (ALP) - Association for Legal Professionals

## CAREER SUMMARY

Objective and thorough attorney with 11 years of demonstrated law firm experience. Seeking an opportunity to represent clients during the reunification process, educate clients on U.S. immigration laws, and provide compassionate legal advice as an attorney for Georgia Asylum & Immigration Network.

## WORK EXPERIENCE

### Attorney

#### **McArther Law Firm**

 2017 - current  Atlanta, GA

- Defended 12 clients annually before a judge or jury, obtaining the desired case outcome 91% of the time
- Advised 3-5 clients per week on litigation and complex legal issues, resulting in an overall 77% CSAT score
- Dedicated 15+ hours per week to researching state laws and challenges to proposed legislature
- Developed case strategies in collaboration with clients, ensuring priorities were met while limiting financial strain, resulting in 84% positive feedback

### Associate Attorney

#### **Edmonson Law Firm, LLC**

 2015 - 2017  Atlanta, GA

- Prepared key numerical analyses that aided in the best case outcomes for 65+ litigations
- Generated 20+ types of legal documents, including contracts, production services agreements, distribution agreements, and other commercial contracts
- counseled 28% of firm clients on legal options beyond a trial, increasing customer satisfaction scores by 33%
- Collaborated with 7 partners to conduct and consolidate legal research, increasing efficiency by 14%

### Associate Attorney

#### **Adams & Reese, LLP**

 2011 - 2015  Atlanta, GA

- Crafted 100+ legal documents weekly, including affidavits, motions, settlements, and client correspondence
- Developed legal arguments and prepared documents for defense in 32 cases
- Communicated with an average of 6 weekly clients to advise on complex legal issues and resolve conflicts
- Ensured clients balanced their financial wellbeing and desired outcomes when pursuing legal action, reducing the rate that cases went to trial by 45%