

## Objective

knowledge and dedication of our lawyers and staff. Combine intelligence and work ethic while placing a high value on personal integrity, relationships.

## Skills

Communications.

## Work Experience

### Lawyer/Attorney

**ABC Corporation** - 2016 – 2019

- Excellent secretarial skills knowledge of law and legal.
- Discretion, for dealing with confidential information.
- Able to work to deadlines and do several tasks at the same time.
- Able to work well as part of a team and also on your own a polite, helpful manner.
- Provided ongoing legal advice to clients; drafted and negotiated private contracts; Initiated and monitored civil law suits and appeals.
- Attended all hearings related to those cases Initiated claims to insurance companies and negotiated settlements.
- Presented findings and legal analysis to trial Court in Haiti.

### Lawyer

**ABC Corporation** - 2012 – 2016

- in the Juridical Department of the City Council Administrative Procedures.
- (Advising, agreements, rulings over legal complaints, and administrative municipal appeals).
- Constitutional rights trial, commercial, fraud, civil, and industrial lawsuits.
- Elaboration of an assortment of contracts.
- (Services, trusts, concessions, public works, and acquisitions).
- General juridical and business advisory to the community.
- Property Law.

## Education