

JAMES E. CREPPEL^{*}
REGULATORY AFFAIRS PARALEGAL

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EDUCATION

Mitchell Hamline School of Law

Juris Doctor • expected 2021

Arizona State University

Bachelor of Arts in Philosophy • December 2017

Delgado Community College

Associate of Applied Science in Business & Management • December 2013

LEGAL EXPERIENCE

Tennessee Justice Center

March 2019 – September 2020

LEGAL ASSISTANT • SPECIAL PROJECTS

Secured over \$2 million in medical expenses for clients in 2020 • Led cross-functional team throughout the plaintiff vetting and litigation preparation phases for a class action against the state • Developed and integrated technology to systematize workflows (e.g., onboarding, remote ops) • Conducted intakes, interviews, and legal research • Wrote legal memoranda and briefs • Reviewed and arranged documentary evidence • Negotiated settlement agreements • Represented clients in fair hearings

Minnesota Justice Foundation

January 2019 – March 2019

VOLUNTEER LEGAL INTERN

PROFESSIONAL EXPERIENCE

U.N.X. Chemicals

November 2016 – August 2018

TERRITORY SALES MANAGER

Collected data and developed sales strategies for local area markets in TN, AR, and KY • Prospected for customers; finished 2nd in 2017 Q4 new account sales competition • Established relationships with new channel partners, while growing accounts for existing partners

Starbucks

March 2015 – November 2016

BARISTA

Followed playbook procedures to meet quality and safety standards • Trained new baristas on proper techniques and recipes

Smiling House Music

September 2011 – December 2014

STUDIO MANAGER

Managed all studio operations • Filed copyright registrations with Library of Congress • Assisted artists in developing brand identity and marketing campaigns • Organized quarterly showcase events with local venues

Marine Systems

November 2010 – October 2012

PROJECT COORDINATOR

Managed field projects for the entire project lifecycle • Developed and led cross-functional team in establishing best practices for inventory control and project billing • Generated monthly revenue of \$400K on average

LEADERSHIP & VOLUNTEER EXPERIENCE

The Pen Project | WRITING INSTRUCTOR

January 2016 – December 2016

DEFEH-Haiti | VOLUNTEER

July 2016

New Orleans Church of Christ | CAMPUS MINISTER/BOARD MEMBER

June 2012 – June 2016

^{*}Click [linkedin.com/in/jamescreppel](https://www.linkedin.com/in/jamescreppel) or scan



for more information.