

TAMARA N. DUSENBURY

510.363.2909 | tamara.dusenbury@gmail.com

RÉSUMÉ

PROFESSIONAL STATEMENT:

Detail-oriented professional with outstanding organizational skills and ability to self-manage projects seeking to utilize current skill set in a challenging new environment.

Employment and Experience Overview

Watermark Home Loans, 100 Spectrum Center
Dr., Ste. 150, Irvine, CA 92618

DISCLOSURE SPECIALIST

August 2021 to May 2022

Chico Unified School District, Chico CA 95928

SUBSTITUTE TEACHER

January 2020 to August 2021

Helena Agri-Enterprises, LLC, Chico, CA 95928

SEASONAL OFFICE ASSISTANT

March 2020 to June 2020

Kroloff, Belcher, Smart, Perry & Christopherson, a Professional Law Corporation,
Stockton, CA 95219

INDEPENDENT CONTRACTOR PARALEGAL PARALEGAL

December 2016 to February 2019
April 2012 to December 2016

Kroloff, Belcher, Smart, Perry & Christopherson, a Professional Law Corporation,
Stockton, CA 95219

WORKROOM COORDINATOR

August 2010 to April 2012

Education, Training, and Certificates

- UC Berkeley Full Stack Web Development Certificate (2023)
- Humphrey's College, Stockton, CA Paralegal Certificate (2011)
- California State University East Bay, Hayward, CA Liberal Studies, History (2009)

Volunteer and Leadership

- Boy Scouts of America, Troop 2 Chico, Committee Member 2018 to Current
- Boy Scouts of America, Troop 2 Chico, Committee Chair March 2020 to Current
- Boy Scouts of America, Buttes District, Committee Member 2019 to Current