

Your Name

Immigration Law Specialist

Los Angeles, USA • (123) 456-789 • yourname@resumeworded.com •

linkedin.com/in/your-profile

EXPERIENCE

Coached.com

- Phoenix, USA April 2017 - Present

Senior Immigration Law Specialist

Performed detailed legal research connected to immigration law, improving case resolution by 35%

Devised and executed strategies for litigation issues, resulting in a 40% increase in successful outcomes.

Offered mentorship and guidance to a team of 5 junior immigration law specialists, contributing to an overall team efficiency increase by 25%.

Managed H-1B, citizenship, asylum, and visa cases, improving success rate by 45%.

Conducted client interviews and trial preparations, amplifying successful result rate by 38%.

Resume Worded

- New York City, USA November 2014 - March 2017

Immigration Law Specialist

Managed 120+ adjustment of status cases, ensuring their timely and accurate resolution.

Implemented effective legal strategies dealing with U.S. immigration, achieving 90% client satisfaction.

Assisted with civil litigation cases, resulting in 70% successful outcomes.

KPMG

- New York City, USA July 2012 - October 2014

Legal Research Assistant

Provided support in immigration law research, contributing to the successful resolution of 100+ cases.

Aided in employment-based immigration matters, efficiently handling documentation and process controls.

Developed legal content for client advisories, improving understanding and resolution of legal issues by 30%.

EDUCATION

Resume Worded Institute

- Philadelphia, USA February 2017

Certification in Immigration Law

Gain specialization in deportation, political asylum, and citizenship

Resume Worded University

- San Francisco, USA May 2015

Masters of Law (Emphasis on Immigration Law)

Achieved merit-based scholarship due to outstanding academic performance

SKILLS

Legal Software: LexisNexis, Westlaw, Clio, PracticePanther, Case Management Software

Immigration Laws: Visa Applications, Deportation Defense, Political Asylum, Citizenship Applications

Legal Documentation: Meeting Notes, Legal Reports, Legal Research, Memos, Briefs

Languages: English (Native), Spanish (Fluent), French (Conversational)

OTHER

Certifications: Certified Specialist in Immigration Law - State Bar Association (2019)

Publications: Published a journal article in 'International Journal of Immigration Studies' on changes in immigration policies

Leadership & Volunteering: Pro Bono Immigration Counsel, Legal Aid Society (2017-present)

Continuing Education: Completed a course in 'Advanced Immigration Laws and Policies' from Columbia Law School - Online (2021)