



# Sam Griffin, Attorney

LOS ANGELES, CA 90291, UNITED STATES --  
email@email.com

## DETAILS

1515 Pacific Ave  
Los Angeles, CA 90291,  
United States  
(541) 754-3010

### PLACE OF BIRTH

San Antonio

### NATIONALITY

American

### DRIVING LICENSE

Full

## LINKS

[LinkedIn](#)

[ZoomInfo](#)

[Facebook](#)

## SKILLS

Corporate Law

Drafting Documentation

Client Advocacy

Litigation

Mediation

Depositions

Constitutional Law

Tax Law

Labor Law

Property Law

Pre-Trial Counselling

Knowledge of Federal and  
State Laws

Research Methodologies

Billing Systems

Settlement Agreements

## PROFILE

*Empathetic and passionate NPO Attorney with seven years working tenure in the non-profit space related to social activism for human trafficking, gender violence, and poverty upliftment initiatives. Carried 40 cases to trial in the last six months with a 100% mediation rate. Won the Pro-Bono Attorney of the Year Award from the American Bar Association in 2019.*

## EMPLOYMENT HISTORY

### Senior Attorney, McMillan & Smith Attorneys

Jan 2019 — Present, Idaho Falls

*Carried 40 case files from conceptualization through to final trial in the last 12 months*

- Advising clients regarding claim liabilities, business transaction compliance, and legal rights and obligations
- Interpreting regulations, rules, and laws for individuals and business entities
- Analyzing and explaining the probable outcome of cases based on previous legal precedents
- Presenting case information to juries and judges in court
- Evaluating findings and developing strategies and arguments in preparation for court appearances
- Gathering evidence to formulate defense cases or initiate legal proceedings, by interviewing witnesses, clients and 3rd party stakeholders
- Representing clients in court or in mediation hearings
- Preparing and drafting legal documentation such as patent applications, mortgages, leases, and employee contracts

### Attorney, Human Protection Services

Jan 2016 — Dec 2018, Seattle

*Conducted 50+ mediations achieving a 92% settlement rate and scored 98% on client satisfaction exit surveys*

- Negotiating settlement agreements of civil disputes
- Conferring with colleagues regarding specialist legal issues that may fall outside the standard legal scope of work
- Researching public and other legal records to compile opinions
- Supervise and coordinate daily activities of legal assistants and paralegal staff

### Attorney, Trao Legal Consultants

Jan 2014 — Jan 2016, Masterton

*Maintained 1900 minimum annual billable hours and reviewed more than 30% pleadings comparing to the company average*

- Performing administrative and managerial functions such as recruiting, billing allocation and allocation of projects
- Acting as guardian, agent, trustee or executor on behalf of business and individuals

- Probating wills and representing and advising administrators and executors of deceased estates

Documentation

Corporate Law

Civil Procedure

Legal Writing

Contractual Law

Legal Proceedings

Trial Preparation

Tort Law

Product Liability Law

## EDUCATION

### **University of Detroit, Masters Degree in Social Media Law**

May 2020 — Present, Detroit

### **National Conference of Bar Examiners , Licensed Attorney**

Jan 2015 — Jul 2015, Miami

### **Whittier School of Law, Law School Programme**

May 2020 — May 2020, Boston

### **Harvard School of Law, Juris Doctor Degree**

Jan 2011 — Dec 2014, Cambridge

Course Curriculum: Constitutional Law, Contracts, Property Law, Civil Procedure, Legal Writing, Tax Law, Labor Law, Corporate Law

May 2007 — Aug 2009

GPA Score: 3.9

Received a full scholarship for Harvard School of Law

## LANGUAGES

English, German, French

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Russian, Polish

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Dutch

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## COURSES

### **eDiscovery Certification, American Bar Association, Online**

May 2020 — May 2020

### **2011 – Law School Admission Exam (LSAT), American Bar Association, Manhattan,**

May 2020 — May 2020