

Constitutional Law Brief Writing

Motions Practice

Administrative Records

Client Counseling

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Staff Attorney, Employment and Administrative Law at Midwest Administrative Law Group (1.9 Years)

● Associate Attorney, Public Workforce Law at Capitol Workforce Legal Services (1.9 Years)

● Graduate Legal Fellow, Public Law Advocacy at Public Law Advocacy Clinic (11 Months)

Public Law Advocacy Clinic 📅 November 2021 - October 2022 📍 Detroit, MI

Performed supervised research and writing for administrative and employment disputes, supporting hearing preparation, record development, client advisories, and court proceedings. Worked with senior attorneys to strengthen issue framing, citation accuracy, and professional legal communication.

- Conducted supervised research for administrative disputes, producing citation supported memoranda for claim evaluation.
- Drafted hearing brief sections and client advisories addressing statutes, agency rules, due process, and review standards.
- Organized **administrative records** and chronologies, identifying missing documents and factual conflicts before case preparation.
- Prepared witness outlines and hearing exhibits linking evidence with disputed elements for **supervising attorneys**.
- Supported hearings and court proceedings by documenting rulings, assignments, and follow up tasks.
- Completed structured writing reviews with senior attorneys, improving analysis, citations, issue framing, and communication.

PROJECTS

Workforce Benefits Hearing Strategy 📅 2026

Built a practical framework for reviewing unemployment records, identifying disputed elements, preparing witnesses, and preserving arguments for administrative and appellate review.

Public Agency Appellate Record Review 📅 2025

Developed a focused review process for adverse agency decisions, connecting procedural requirements, statutory interpretation, constitutional questions, and client objectives.

LEADERSHIP & AWARDS

- Michigan State Bar admission, recognized for maintaining active membership in good standing since 2021.
- Graduate Legal Fellowship, selected for supervised public law research and advocacy supporting administrative clients.

EDUCATION

Juris Doctor

Wayne State University Law School 🎓 GPA: 3.5 📅 2021 📍 Detroit, MI

Coursework: *Administrative Law, Constitutional Law, Legal Research, Trial Advocacy*

Bachelor of Arts in Political Science

Michigan State University 🎓 GPA: 3.5 📅 2018 📍 East Lansing, MI

Coursework: *American Government, Public Policy, Constitutional Studies, Legal Institutions*

CERTIFICATIONS

- Michigan State Bar, Member in Good Standing 📅 2021
- Juris Doctor, Wayne State University Law School 📅 2021

TECHNICAL SKILLS

- **Employment Law:** Labor law, employment regulations, workforce benefits
- **Unemployment Law:** Eligibility disputes, benefit appeals, unemployment hearings
- **Administrative Law:** Agency procedure, administrative review, contested hearings
- **Legal Research:** Westlaw, statutory research, case law analysis
- **Legal Writing:** Legal opinions, memoranda, briefs
- **Litigation Practice:** Motions, pleadings, discovery records
- **Appellate Practice:** Appellate filings, standards of review, record preservation
- **Constitutional Law:** Due process, constitutional questions, federal authority
- **Public Sector Law:** Government agencies, boards, commissions

- **Hearing Advocacy:** Witness examination, exhibits, evidentiary issues
- **Court Proceedings:** State courts, federal courts, trial litigation
- **Case Management:** Deadlines, confidential files, matter tracking

PROFESSIONAL AFFILIATIONS

- Michigan State Bar, active member in good standing.
- Public Law Advocacy Clinic, graduate legal fellow and supervised advocacy contributor.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST