

MICHELLE SANCHEZ

652 Palomino Dr. ♦ Somerset, CO 50224
Home: (874) 555-5621 ♦ Cell: (874) 555-8412

Licensed to practice in Colorado since March 2003.

PROFILE

Recent law school graduate with an MBA and strong acumen for business development and franchise management. Skilled negotiator, mediator and advisor. Exceptional clinical experience in family law, real estate law and landlord tenant law. Strong scientific and technological background.

LEGAL EXPERIENCE

LEIGH SCHOOL OF LAW URBAN LEGAL CLINIC, Mason, CO

Legal Intern, July–November 2001

Responsible for serving the legal interests of indigent clients. Drafted complaints on security deposit claims and divorces, and submitted motions to collect on judgments. Counseled clients on separation agreement terms, domestic abuse, landlord tenant disputes and estates and wills. Conducted legal research and prepared domestic relations cases for trial in family and municipal court.

COUNTY ATTORNEY OF OBREGON COUNTY, Whitehead, CO

Legal Intern, Summer 2001

Prepared and submitted motions requesting dismissal of complaints against the county of Nassau. Attended depositions and pre-trial conferences, responded to consumer inquiries, performed legal research and observed settlement conferences involving personal injury cases. Wrote and submitted Respondent's brief to the Appellate Division, Second Department, New York.

BUSINESS EXPERIENCE

CEROGYN CORPORATION, Ambleford, CO

Research Associate, 2000–Present

Conduct laboratory experiments, screen new entities assays, analyze and explain complex data. Interview and train new lab personnel. Maximize departmental resource efficiency by organizing time-management schedules for employees and maintaining equipment. Save company money by negotiating the most cost-effective contracts and consistently re-evaluating them. Promoted twice in three years while attending law school.

AMERICAN NATIONAL BANK AND TRUST, New Haven, CO

Customer Service Representative, 1995–2000

Helped customers with banking issues, opened accounts, cross-sold products, processed transactions, and performed audits. Became first ever seasonal employee to train all new bank tellers.

EDUCATION

LEIGH SCHOOL OF LAW-NEWARK, Mason, CO

Juris Doctor, January 2002; GPA: 3.65

SOUTH OREGON UNIVERSITY, Rockville, OR

Master of Business Administration, 1988; GPA: 3.55; Dean's List (all semesters)

WESTCHESTER UPSTAIRS UNIVERSITY, Montreal, ID

Bachelor of Science in Business Administration, 1975