

# SAM GRIFFIN

ATTORNEY

## INFO

### ADDRESS

1515 Pacific Ave, Los Angeles, CA  
90291, United States

### PHONE

(541) 754-3010

### EMAIL

email@email.com

### PLACE OF BIRTH

San Antonio

### DRIVING LICENSE

Full

### NATIONALITY

American

## 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

## 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

Idaho Falls

Jan 2019 — Present

*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

Seattle

Jan 2016 — Dec 2018

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

- Negotiating settlement agreements of civil disputes
- Confering 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

Masterton

Jan 2014 — Jan 2016

*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

Billing Systems

Settlement Agreements

Documentation

Corporate Law

Civil Procedure

Legal Writing

Contractual Law

Legal Proceedings

Trial Preparation

Tort Law

Product Liability Law

## LANGUAGES

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English, German, French



Russian, Polish



Dutch



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

## EDUCATION

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

Detroit

May 2020 — Present

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

Miami

Jan 2015 — Jul 2015

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

Boston

May 2020 — May 2020

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

Cambridge

Jan 2011 — Dec 2014

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

## COURSES

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

May 2020 — May 2020

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

May 2020 — May 2020