

ROBERT SMITH

Associate counsel/Analyst

info@qwikresume.com | <https://Qwikresume.com>

A broad-based experience for a range of selective assignments to help identify, evaluate and facilitate the resolution of challenging problems, combining communication and mentoring skills.

JANUARY 2009 - APRIL 2016

ASSOCIATE COUNSEL/ANALYST - ABC CORPORATION

- Represented clients accused of all felony crimes in State Court from arraignment until completion of the matter.
- Routinely made Court appearances in all local (City, Town, and Village) Courts handling arraignments on felony complaints.
- Conducting bail applications, felony hearings, DWI/DWAI license hardship hearings, negotiating plea offers, and handling plea dispositions and sentencing.
- Prepared and advised clients for Grand Jury Proceedings. Conducted extensive legal research on significant legal issues that arose in each matter.
- Appeared in County Court handling arraignments on indictments, conferences, and all other proceedings.
- Assessed and prepared cases for Judicial Diversion (Drug Court) and Mental Health Court.
- Prepared cases for Superior Court Information conferences and made appearances at Superior Court Information conferences and arraignments.

JANUARY 2008 - APRIL 2008

ASSOCIATE COUNSEL - ABC CORPORATION

- Appeared before Workers Compensation Law Judges on numerous issues including reduced earnings rates, average weekly wages, back pay awards, physical therapy treatment, and requests for carrier to continue payments to claimants for ongoing disabilities.
- Negotiated with opposing counsel/insurance carriers on clients reduced earning rates, continuation of physical therapy treatment, back pay awards, degree of disability and impairment, Section 32 demands (settlement of case), and other significant matters.
- Drafted letters on a daily basis to the Workers Compensation Board requesting hearings (RFA-1) on disputes/issues that arose between the carrier and claimant.
- Updated clients on the status of their cases.
- Reviewed medical documents, obtained medical reports, and consulted with doctors on medical findings.
- Drafted cease and desist letters to bill collectors on behalf of clients in

- connection with workers compensation matters.
- Attended depositions of doctors and medical experts.

EDUCATION

J.D. in Distinguished Academic - (Quinnipiac University School of Law - Hamden, CT)

SKILLS

Technical Skills, Good Work Efficiency.