

# CHARLOTTE HARRIS

## Litigation Associate

### PROFESSIONAL SUMMARY

Litigation associate with two years of experience in civil litigation, adept at managing complex cases and conducting thorough legal research. Proven proficiency in drafting motions, facilitating discovery, and supporting trial preparations. Passionate about employing strategic advocacy to secure favorable outcomes for clients while ensuring compliance with legal protocols.

### WORK EXPERIENCE

**Litigation Associate** Apr / 2024-Ongoing  
**WidgetWorks Inc.** Denver, CO

- Conduct legal research using online databases and resources.
- Arbitrated multiple healthcare company disputes, achieving favorable settlements.
- Defended expert depositions involving prominent Silicon Valley clients, enhancing case strategies.
- Prepare and organize trial binders and case materials.
- Led discovery practices, including managing depositions and document productions.
- Assist in the development of case theories and arguments.
- Collaborated with legal teams to develop case strategies and prepare for trial.

**Litigation Associate** Apr / 2023-Apr / 2024  
**Summit Peak Industries** Denver, CO

- Served as a litigation associate in a professional liability, real estate, and construction law practice in Rockville, Maryland.
- Conducted in-depth legal research in civil procedure, real property, employment law, and construction law.
- Executed expert and witness interviews, enhancing case preparations.
- Reviewed and analyzed contracts, ensuring compliance and minimizing risks.
- Drafted discovery requests, motions, and legal memoranda for state and federal court cases.
- Argued dispositive motions in Circuit Court and participated in trials at the District Court level.

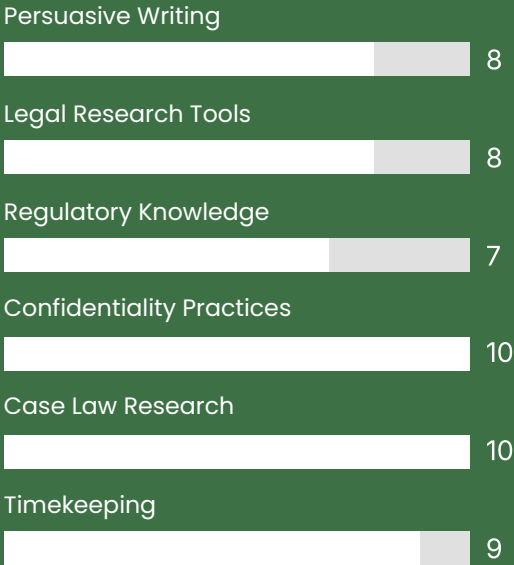
### EDUCATION

**Juris Doctor** Apr / 2022-Apr / 2023  
**Georgetown University Law Center** Phoenix, AZ

Completed rigorous curriculum focusing on litigation and dispute resolution.

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🌐 www.qwikresume.com

### SKILLS



### INTERESTS

🤿 Scuba Diving 🎮 E-sports  
📖 Reading Fiction 🧩 Puzzle Solving

### STRENGTHS

👛 Stewardship 🤝 Teamwork  
🔗 Tenacity 🏠 Vision

### LANGUAGES



### ACHIEVEMENTS

- 🌟 Successfully managed over 15 litigation cases, achieving a 90% favorable outcome rate.
- 🌟 Drafted over 50 legal documents, including motions and pleadings, for various civil litigation matters.