

Lauren Chlouber

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EDUCATION

St. Mary's University School of Law, San Antonio, Texas

Candidate for Doctor of Jurisprudence, May 2021

University of Houston, Paralegal Program, Houston, Texas

Paralegal Certificate, Awarded paid internship due to performance in class, October 2013

Texas A&M University, College Station, Texas

B.A., Major: European and Classical Studies (Latin Concentration), Minor: Communications, *Cum Laude*, May 2013

PROFESSIONAL AND WORK EXPERIENCE

Tinsman & Sciano, Inc.

April 2015 - Present

Litigation Paralegal

- Deeply involved in the deposition, mediation, and trial processes for multi-million-dollar settlements and verdicts, including in-depth preparation and shadowing the firm's attorneys
- Conducting case-law research and analyzing depositions and production documents
- Drafting correspondence, written discovery and settlement demands

Ramsey Hill LLP

November 2013 – April 2015

Litigation Paralegal (January 2014 - April 2015) and Intern (November 2013 - January 2014)

- Led a docket of 50-100 litigation cases simultaneously
- Drafted and filed discovery, correspondence, and a wide variety of pleadings
- Managed expenses, invoices, and billing
- Answered telephone calls and administered potential client intake interviews

SKILLS AND CERTIFICATIONS

- Westlaw Certificates: Statutes Research for Paralegals, Litigation Research for Paralegals, Research More Efficiently, Case Law Research for Paralegals, Classic Fundamentals for Paralegals, Research More Productively
- Proficient in LexisAdvance
- Latin (advanced), Spanish (beginner), French (beginner)

ORGANIZATIONS AND MEMBERSHIPS

TexasLawHelp Live Chat

2018 - Present

Pro Bono Live Chat Student Agent

St. Mary's University School of Law Health Law Society

2018 - Present

Elected HOSPITALity Committee Member

American Bar Association

2018 - Present

Student Member

Tinsman & Sciano Social Media and Advertising Team

2017 - Present

Assists in writing and editing legal articles, and promoting the firm through social media

PUBLICATIONS

Lauren Chlouber and Aaron Valadez, *Distracted Driving: A Growing Danger* (2017)

<http://tsslawyers.com/distracted-driving-growing-danger>