

Julie Elizabeth Andrews, J.D.

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Home: (614) 451-2058
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LEGAL PROFESSIONAL

Proven experience as...

Assistant State Attorney | Law School Instructor | Workers' Compensation Claims Rep

Offer experience in legal research and writing, legal advocacy, trial planning, drafting and writing of legal documents, and supervising law students and legal teams. Possess thorough knowledge of civil and criminal law, practices, and procedures, coupled with strengths in identifying defensible arguments based on legal issues, facts, and precedents. Demonstrated the ability to work independently while making sound case decisions, handling high-volume caseloads while managing probationers, misdemeanor cases, and workers' compensation claims.

CORE SKILL AREAS:

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| <input type="checkbox"/> Defense Planning | <input type="checkbox"/> Legal Research & Writing | <input type="checkbox"/> Strategic Negotiations |
| <input type="checkbox"/> Legal Analysis & Review | <input type="checkbox"/> Course & Lesson Planning | <input type="checkbox"/> Legal Counsel Leadership |
| <input type="checkbox"/> Risk Management & Mitigation | <input type="checkbox"/> Trial Preparation & Proceedings | <input type="checkbox"/> Influential Communications |

SELECTED PROFESSIONAL CONTRIBUTIONS

- Taught legal research and writing and legal advocacy courses to first-year students at the University of Illinois College of Law, requiring creation of all coursework, assignments, and assessment materials.
- Leveraged experience with the Florida State Attorney's Office to present thorough analysis of legal proceedings to students, relating examples to educational topics to bolster subject matter understanding.
- Supervised five Assistant State Attorneys as the Lead Trial Attorney in Florida's State Attorney's Office, working exclusively in the criminal justice system while preparing for and conducting misdemeanor trials.
- Managed a high-volume caseload as a probation officer, working with an average of 150+ clients by outlining court-ordered requirements, ensuring complete compliance, and reporting violations promptly.
- Possess an undergraduate degree in criminology and J.D. degree from the Stetson University College of Law; admitted to the Ohio State Bar and the Florida State Bar.

BAR ADMISSIONS

Ohio State Bar
Florida State Bar

PROFESSIONAL EXPERIENCE

FRANK GATES/AVIZENT, Dublin, Ohio

2008-Present

Field Service Representative

Perform thorough reviews, analyses, and fact-finding surrounding workers' compensation claims, working with as many as 10 cases per day based on the complexity of each filing. Evaluate case files including reviewing medical reports, test results, tentative orders, physician and therapist notes, employer's notices, and office procedures to identify the most effective defense strategy. Present cases before the Industrial Commission as an official representative of the employer in question. Document proceedings and prepare post-hearing written communications disseminating results to clients.

- Support clients' cost control programs by serving as a subject matter expert in the review of complex claims and related medical information, and determination of appropriate, defensible appeal strategies.

PROFESSIONAL EXPERIENCE

...continued...

UNIVERSITY OF ILLINOIS COLLEGE OF LAW, CHAMPAIGN, ILLINOIS

Assistant Associate of Legal Research and Writing

Instructed first-year law students in the process of legal research and writing, holding full accountability for developing the syllabus, course structure, lessons, and homework assignments. Worked collaboratively with a team of five professors to ensure different legal research and writing classes were aligned in terms of course outcomes. Assessed student performance, providing constructive feedback during conferences to maximize subject mastery and success.

- Guided students through Legal Research and Writing and Legal Advocacy courses, working with a group of 40 students to prepare them for the rigors of their remaining curriculum requiring keen research and writing skills.
- Volunteered to mentor students through the Moot Court experience, affording for the opportunity to coach third-year law students on refining their trial preparation, litigation, and negotiation abilities.

STATE ATTORNEY'S OFFICE, PINELLAS COUNTY, FLORIDA

Assistant State Attorney

Ranked as the Lead Trial Attorney in the Misdemeanor Division, overseeing the performance of five Assistant State Attorneys in researching and trying cases in the criminal court system. Specialized in domestic violence cases while handling a plethora of misdemeanor offenses in a high-volume environment. Interviewed witnesses during fact-finding missions, drafted orders and appeals, and performed due diligence in preparation for trial.

- Independently managed an average of 20 new misdemeanor cases each day, prioritizing workflow to maximize the office's productivity while reinforcing its commitment to the community.
- Made determinations of whether the State Attorney's Office should file charges or not, performing extensive research and discovery to uncover the facts and make a decision on an appropriate trial strategy.

SALVATION ARMY CORRECTIONAL SERVICES, TAMPA, FLORIDA

Probation Officer

Managed a heavy caseload of 150+ clients, ensuring compliance with court-ordered probation guidelines through ongoing monitoring of reporting activity. Performed intake processes for new probationers, recorded the conditions of probation, and communicated compliance requirements to clients. Identified noncompliance and initiated warrants for individuals in violation of court orders, setting court dates and providing trial testimony.

- Coached and counseled clients, not only to ensure compliance with court-ordered mandates, but also to facilitate acquisition of life and job skills. Assisted several probationers in turning around their situations.

ACADEMIC BACKGROUND

Juris Doctor

STETSON UNIVERSITY COLLEGE OF LAW, SAINT PETERSBURG, FLORIDA

Bachelor of Science in Criminology

FLORIDA SOUTHERN COLLEGE, LAKELAND, FLORIDA

Professional Development – MLIS Program

KENT STATE UNIVERSITY, KENT, OHIO