

# Drew Thompson

## Criminal Law Paralegal

(123) 456-7890 • City, State Abbreviation, Zip Code • drew.thompson@example.com • LinkedIn | Portfolio

Criminal law paralegal with 6 years supporting prosecutors and defense attorneys in felony and misdemeanor cases. Expert in evidence organization, pretrial motions, and client interviews.

## Professional Experience

Criminal Paralegal | State Attorney's Office, Miami, FL | May 2017 – Present

- Organized evidence for 120+ trials, ensuring 100% chain-of-custody compliance
- Drafted pretrial motions and subpoenas, winning 30% of suppression hearings
- Conducted client and witness interviews to prepare trial notebooks and summaries

Legal Assistant | Public Defender's Office, Miami, FL | June 2014 – April 2017

- Maintained case files and court calendars for 80+ active defendants
- Prepared mitigation packets and sentencing memoranda, contributing to 25% reduction in client sentences

## Education

Bachelor of Science in Criminal Justice, May 2014 | Florida International University, Miami, FL

## Certifications

- Certified Criminal Law Paralegal (CCLP), NALA, June 2019
- Certified Paralegal (CP), NALA, August 2012