



# MICHAEL ANDERSON

Family Law Legal Analyst

Results-driven Legal Analyst with expertise in family law and mediation. Noted for exceptional interpersonal skills and a compassionate approach to legal issues affecting families. Experienced in conducting legal research and drafting documents related to divorce, custody, and support cases. Proven ability to facilitate mediation sessions and negotiate settlements that prioritize the best interests of clients.

## WORK EXPERIENCE

### Family Law Legal Analyst

2020-2023

Harmony Family Law Group

- Conducted legal research on family law issues to support case strategies.
- Drafted legal documents including petitions, agreements, and court filings.
- Facilitated mediation sessions between parties to reach amicable resolutions.
- Collaborated with attorneys to prepare cases for court hearings.
- Engaged with clients to provide updates and gather necessary information.
- Maintained case files and documentation to ensure compliance with court requirements.

### Legal Intern

2019-2020

Family Services Agency

- Supported attorneys in preparing family law cases through legal research.
- Assisted in drafting client correspondence and legal documents.
- Participated in client meetings to discuss case progress and legal options.
- Maintained organized case files and documentation for ongoing cases.
- Engaged in outreach programs to educate families about their legal rights.
- Conducted interviews with clients to gather essential information for cases.

## ACHIEVEMENTS

- Successfully mediated a high-stakes custody case resulting in a favorable outcome for the client.
- Recognized for exemplary service to clients by the Harmony Family Law Group.
- Developed a client resource guide on family law procedures and rights.

## CONTACT

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## EDUCATION

### Bachelor of Arts in Psychology

University of Florida

2016-2020

## SKILLS

- family law
- mediation
- legal research
- client advocacy
- negotiation
- documentation

## LANGUAGES

- English
- Spanish
- French