

Aisha Patel

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SUMMARY

Detail-oriented and committed recent law graduate with a strong foundation in compliance and regulatory frameworks. Adept at conducting legal research and assisting in the development of compliance programs to ensure adherence to legal standards.

EXPERIENCE

Legal Intern

Jun 2022 - Aug 2023

Smith & Associates Law Firm, Chicago, IL

- Assisted in the review of compliance documents which improved approval timelines by 30%.
- Conducted legal research on regulatory issues, contributing to successful resolution of 15+ client cases.
- Drafted compliance policies that enhanced operational efficiency and reduced risk exposure.

Compliance Assistant

Jan 2021 - May 2022

XYZ Corporation, Chicago, IL

- Monitored compliance with corporate policies and procedures, resulting in a 25% decrease in non-compliance incidents.
- Developed and implemented training sessions for staff, increasing compliance awareness by 40%.
- Utilized compliance management software to track regulatory changes and assist in policy updates.

Research Assistant

Sep 2019 - May 2020

University Law Clinic, Chicago, IL

- Performed legal research and analysis that directly supported 10+ case briefs filed in court.
- Collaborated with attorneys to prepare compliance reports, enhancing submission accuracy by 15%.
- Participated in client meetings, gaining firsthand experience in client relationship management.

EDUCATION

Juris Doctor

May 2022

Northwestern University School of Law, Chicago, IL • GPA: 3.6

Bachelor of Science in Political Science

May 2018

University of Illinois, Champaign, IL • GPA: 3.7

SKILLS

Technical Skills: Legal Research, Regulatory Compliance, Contract Analysis, Risk Management

Tools & Frameworks: LexisNexis, Westlaw, ComplyAdvantage