

GinA Turcotte

Litigation Paralegal

November 17, 2023

Jeremy Hugus
Platte River Injury Law + Cowboy Country Criminal Defense
123 S Beech St, Suite 101B
Casper, WY 82601

RE: Criminal Defense Litigation Paralegal Application

Dear Mr. Hugus:

My name is GinA Turcotte. I have worked as a legal secretary in Maine since 1991, and as a litigation paralegal since January 1, 2019 for a criminal defense and civil litigation attorney in Augusta, Maine who has more than 55 years of legal practice in many topics of law. My financial goals are to become legally self-employed, or as staff paralegal with standard benefits and paid time off, with pay commensurate with my meticulous, advanced skills, years of training and experience, and being trained by a veteran attorney with more than 55 years of legal practice. I want to build and own my first house with a home office within 3 years and want to find a litigation paralegal opportunity that will allow me to achieve that goal. I love legal work and always work as often and as much as the cases require, including working holidays, nights and weekends. My requested rate of pay is \$35 per hour with standard staff benefits, or \$48 per hour without staff benefits as an IRS-1099 independent contractor if my work conditions with your firm qualify under law. I am open to any type of arrangement that provides suitable wages and benefits for my work. My professional goals within 5 to 10 years are to establish myself as a Senior Litigation Paralegal for a fast-paced, high-volume, criminal defense or civil litigation law firm, to study and learn what I need to know to acquire BAR-approved certification as a paralegal, successfully complete study courses, and pass all required exams to become certified so I can continue to expand my skills and career as a paralegal. I have always loved law and using my skills to get justice for those who have been harmed.

I have many diverse skills and talents that includes work in social work, nonprofit, government, small business, and technology. I want to use my love for law and learning to help people any way I can. With Jed Davis' personal guidance, I improved my writing skills in drafting complaints, answers, motions, discovery requests, legal memoranda, settlement demand letters, mediation memos and other related documents. I also created all types of written correspondence to clients, opposing counsel, law enforcement, witnesses, court staff and other parties. Jed relied primarily on my document drafting skills and frequently submitted my writings without making his own edits after reviewing them. My work was continuously praised by Jed and his clients, which generated

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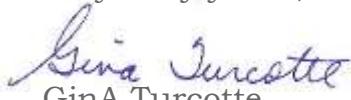
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hundreds of thousands of dollars in revenue for his office in 4 years, as well as hundreds of thousands of dollars in settlement funds for his clients. Please see my resume for a short list of a few of my successful cases. The last case I worked on was a \$30 Million legal malpractice complaint that took me 4 years to research, gather all available evidence, write comprehensive summaries of the case facts and evidence, determine and talk with fact witnesses and expert witnesses, and write the 10-page complaint that was filed with Kennebec County Superior Court in July 2022 in the case, Peter Redman v. Benjamin Marcus and Drummond Woodsum, Docket #AUG-CV-22-135. That case was filed 13 years after expiration of Maine's statute of limitations due to our client's mental disability. Because of my exhaustive research, comprehensive investigation, analytical skills, and writing skills, Jed's client has at least a 50% chance or better of overcoming the statute of limitations obstacle and winning the entire lawsuit in a summary judgment proceeding. It's a fascinating complaint that is attached here for you as a sample of my research, analytical skills, and my refined legal writing. This complaint was wholly researched and written by me and filed with the court by Jed Davis, Esq. after two attorneys and Jed reviewed it and made very few changes. The case is awaiting a ruling on the Defendant's Motion for Summary Judgment with my work being vital for devising and completing our client's opposition arguments.

I am applying for the Litigation Paralegal position with your firm because it is an opportunity for me to help people who get involved in the legal system against their will – like how Mr. Redman was forced to get involved – or because of mistakes they make. I want to help them navigate the complex legal situation in which they find themselves and help them feel comforted by knowing I am working on their case. I am very discerning about the kind of work I do and who I work for because my standards and compassion for people are higher than most. Your description of this opportunity sounds like it was written by a robust, passionate team of justice-minded, compassionate legal professionals whose clients could benefit from my work while I gain new skills with my teammates' guidance. I will appreciate the opportunity to speak with you personally so you can get to know me and my values a bit better as I could write a much longer introductory letter without much effort. I am available to attend a phone or video interview and start working immediately.

Thank you for considering me for this position. If I am selected, you will not be disappointed. I am also attaching my updated resume and a letter of reference from my most recent attorney employer, Jed Davis, Esq.

Very truly yours,



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