

Imari Stoterau

Bankruptcy Paralegal

Profile

I have over 5 years of experience working as a bankruptcy paralegal. I have worked with clients to file for Chapter 7 and Chapter 13 bankruptcies, and have assisted in all aspects of the process. I am familiar with the Bankruptcy Code and can manage a case from start to finish. I possess excellent communication skills and work well under pressure.

Employment History

Bankruptcy Paralegal at Dakota Bankruptcy, SD

Jun 2022 - Present

- Negotiated with creditors to lower monthly payments by \$200 on average, saving the client \$2400 per year.
- Filed 50 bankruptcies in 3 months.
- Researched and wrote legal briefs that were used in court to successfully argue cases.
- Organized and managed document production for a team of 5 attorneys.
- Trained 2 new paralegals in bankruptcy law and procedures.

Paralegal at , SD

Sep 2017 - May 2022

- I negotiated a \$300,000 settlement in a personal injury case.
- I prepared and filed 100 immigration applications.
- I organized and managed the files for a large corporate client with over 1,000 cases.
- I researched and wrote briefs for five successful appeals.
- I completed my paralegal certification while working full-time.

Certificates

Certified Bankruptcy Paralegal (CBP)

May 2021

Certified Insolvency and Restructuring Advisor (CIRA)

Nov 2019

Memberships

National Association of Bankruptcy Paralegals

American Bankruptcy Institute

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☎ (136) 592-3942

📍 S State St, Sioux Falls, SD 57105

Education

Associate's Degree in Paralegal Studies at National American University, SD

Sep 2013 - May 2017

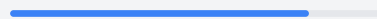
Some skills I've learned are: legal research, writing legal documents, and communicating with clients.

Links

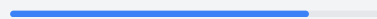
[linkedin.com/in/imaristoterau](https://www.linkedin.com/in/imaristoterau)

Skills

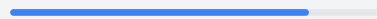
Bankruptcy law



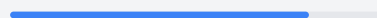
Legal research



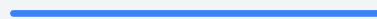
Drafting legal documents



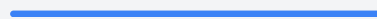
Client communication



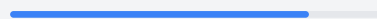
Time management



Organization

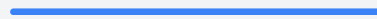


Multitasking



Languages

English



Italian

