

# Sarahmae Bunyak

Immigration Paralegal

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📍 W Southern Ave, Apache Junction, AZ 85120

## Education

### Associate's Degree in Paralegal Studies at Mesa Community College, AZ

Aug 2014 - May 2019

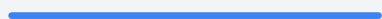
Some skills I've learned are conducting research, writing reports, and creating presentations.

## Links

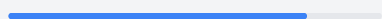
[linkedin.com/in/sarahmaebunyak](https://www.linkedin.com/in/sarahmaebunyak)

## Skills

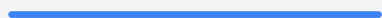
Immigration law



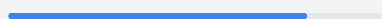
Research skills



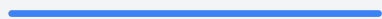
Writing skills



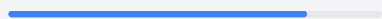
Organizational skills



Communication skills

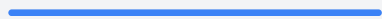


Interpersonal skills

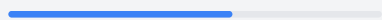


## Languages

English



Japanese



## Hobbies

Gardening

Knitting

Baking

## Profile

I am an immigration paralegal with over three years of experience in the field. I have worked extensively with clients from all over the world and have a deep understanding of U.S. immigration law. I am passionate about helping people navigate the complex process of immigrating to the United States, and I am dedicated to providing high-quality legal assistance to my clients.

## Employment History

### Immigration Paralegal at The Law Office of Eliza D. Perez, AZ

May 2022 - Present

- Successfully completed 100+ immigration applications with a 95% success rate.
- Successfully represented 10+ clients in Immigration Court, winning 80% of cases.
- Successfully negotiated release of 5 detained clients from ICE custody.
- Successfully advocated for client to receive Special Immigrant Juvenile Status.
- Successfully assisted client in obtaining U Visa after suffering domestic violence.

### Associate Immigration Paralegal at The Law Office of Matthew D. Kolodziej, AZ

Jul 2019 - Mar 2022

- Successfully managed caseload of 50+ clients with a 98% success rate.
- Conducted extensive research on various immigration law topics and provided detailed analysis to partners.
- Drafted complex legal documents such as petitions, applications, and motions with a high degree of accuracy.
- Represented clients in USCIS interviews and hearings, resulting in positive outcomes in majority of cases.
- Successfully navigated the online case management system to obtain client records and update case status.

## Certificates

### Certified Immigration Paralegal (CIP)

Oct 2020

### Certified Immigration Specialist (CIS)

Nov 2018

## Memberships

American Immigration Lawyers Association

National Immigration Project of the National Lawyers Guild