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Hello

nice to meet you,

I came across your job posting and decided to introduce myself. My name is Marlena, I am a Polish National, living in Frisco, TX (I am a lawful permanent resident). **I am a law graduate and Polish Bar Association member.** I believe that I have all the qualities you are looking for in your next paralegal. My education and my career shaped me as a curious, open-minded and a creative lawyer.

I have about **seven years of experience working in the legal field.** I had the privilege to work with numerous of people that exposed me to various cases. I invite you to review my enclosed resume for more detailed information on my background. For now, worth highlighting would be the fact that even though it may seem like I worked only in law firms I do actually have a **strong experience as business client-oriented lawyer.** My freelancing work proved that I can **prioritize my tasks** and successfully work everywhere I can find WiFi. I have **successfully worked remotely** before it was the new normal. Working for a Labor and HR law firm sparked an interest in employment law. I believe, that that experience **helped me to be client oriented as well as flexible while not losing my integrity.**

As you probably noticed by now, my work experience finishes with the end of 2018. With the year coming to the end, I closed all my professional cases and in March 2019 relocated across the world to reunite with my, now, husband. As a new immigrant to US, I had to readjust my career while trying to navigate the immigration process which was affected by the global COVID-19 pandemic. **As of today, I feel I am fully capable to start a career in my new home country.**

My enclosed resume provides more detailed work experience as well qualifications. I am very interested in meeting to review your needs and possible solutions I could bring to the table.

Thank you for your valued time,

Marlena Maniecka
