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| PO Box 5754, Greensboro, North Carolina• 336.517.2431• Armstronglaw@triadbiz.rr.com |
| Charlene Y. Armstrong |
| Experience |
| December 2005-Present | The Law Office of Charlene Y. Armstrong, P.L.L.C. | Greensboro, NC |
| Solo Practice* Law Firm focused on domestic civil litigation including contested divorces, custody, child support, drafting marital settlement/separation agreements and adoptions.
* Practice also includes representing parents in the area of Abuse, Neglect and Dependency as well as representing parents in matters related to the termination of parental rights.
* Additional practice areas are misdemeanor criminal matters, traffic citations, wills and expunctions.
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| March 2004- November 2005 and September 1998-November 2000 | Brown, Flebotte, Wilson & Webb, P.L.L.C. | Greensboro, NCDurham, NC |
| Associate Attorney* Represented clients in civil matters, with a primary focus on domestic legal matters including; contested and uncontested divorces, custody and child support matters, drafting separation agreements and other legal pleadings;
* Represented clients in landlord tenant disputes; collection matters and represented parents in disputes with local school systems;
* Assisting firm clients of Pre-Paid legal with telephone consultations.
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| May 2003-February 2004 | Winston-Salem State University | Winston-Salem, NC |
| Assistant University Counsel* Review, negotiation and drafting of University contracts, IT acquisitions, entertainment, lecturers/speakers, and all services provided to the University.
* Drafted University policy based on applicable federal or state regulations or inter-institutional purposes.
* Assisted in conducting internal investigations based on grievances filed by students or employees against University employees.
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| December 2000-April 2003 | Office of the State Auditor | Raleigh, NC |
| Assistant State Auditor* On a team which conducted audits of the financial records of various state agencies to determine compliance with state and federal reporting requirements in order to ensure effective control over State assets.
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| Education |
| May 1996 | North Carolina Central University School of Law | Durham, NC |
| Juris Doctor* Treasurer of the Student Bar Association

May 1992 Winston-Salem State University Winston-Salem, NC **Bachelor of Science**  Accounting – Cum Laude  |
| References |
| References are available on request. |