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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, NC  Durham, 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. | | | |
| 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. | | | |