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Background and Experience

**Dec 2020 –
Present**

H2 industries, Inc., Executive Assistant to the Chief Financial Officer (CFO)

One World Trade Center, 85th Floor, New York, NY 10007 USA

www.H2-Industries.com

**Oct 2020 –
Dec 2020**

H2 Industries SE, Executive Assistant to the Chief Financial Officer (CFO)

Maximillianstrasse 2, 80539 Munich, Germany

Provided administrative assistance to the Chief Financial Officer (CFO) of a technology and engineering company engaged in the production and exploitation of Liquid Organic Hydrogen Carrier (LOHC), a cost-effective, carbon-neutral, environmentally restorative and chemically stable means of 'green energy' hydrogen fuel storage and transportation at ambient temperature at any distance with existing infrastructure, include coordination of C-level communications, preparation of memorandums and analyses for Board approval.

**2010-
Present**

Thornapple Associates, Inc. Naples, Florida: Paralegal www.thornapple.net

Provide paralegal support to an expert witness firm of 11 Associates in connection with litigation support in connection with arbitrations, trials and court appearances, mediations, depositions and mediations, to include formatting, assembling and extensive editing of mediation briefs, expert reports, affidavits and other submissions and exhibits thereto in pertaining to court, arbitration, and regulatory proceedings pertaining to large and complex securities litigations, the scope of which encompasses options, futures and other derivatives on stocks, financial indices and commodities in the context of trials, arbitrations and regulatory proceedings. Reviews, annotates and summarizes transcripts of hearings, examinations and depositions. Prepares profit and loss calculation reports, analyzes trading.

**2003-
2010**

Feder Kaszovitz LLP, New York, NY: Paralegal

Provided paralegal support to 10 attorneys at a Midtown Manhattan law firm with a broad range of concentrations, including corporate, securities, civil, contract, family, employment, real estate and personal injury law. Attended and provided paralegal support at dozens of trials, arbitration hearings and depositions.

Education

The Juilliard School: Classical Flute and Piccolo
Aaron Copland School of Music: Classical Flute and Piccolo
College of St. Elizabeth: Sociology

Interests

Symphonic and operatic music, travel, wine, literature, historical fiction, memoirs, art, wildlife preservation, Bikram yoga