

WENDY E. BYNDLOSS
13100 Broxton Bay Drive, #414
Jacksonville, FL 32218
wbyndloss@law.gwu.edu
(904) 524-0849

OBJECTIVE: to use my legal education and experience in a public service position with an emphasis on investigation, training and compliance with labor, employment and civil rights laws for the purpose of furthering civil and human rights.

PROFESSIONAL SUMMARY/HIGHLIGHTS:

- 14 years practicing law
 - 12 years practicing Labor & Employment law in Florida
 - Admitted in Florida, Georgia and the District of Columbia
 - Experienced in all major areas of employment law, federal/state/appellate court litigation, and union/administrative work
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EXPERIENCE:

OFFICE OF GENERAL COUNSEL **Jacksonville, FL** **February 2014 to present**
Assistant General Counsel

Provide advice and counsel to clients of the consolidated government of the City of Jacksonville and its independent agencies primarily in the area of labor and employment law, including federal, state and local anti-discrimination laws, FMLA, ADA, wage/overtime claims, employee benefits, veterans' preference and union issues; provide training on employment issues and review/revise employment policies; represent clients in federal, state and appellate court litigation, Civil Service Board and arbitration hearings, and proceedings before the EEOC and other administrative agencies.

HENRICHSEN SIEGEL, P.L.L.C. **Jacksonville, FL** **April 2012 to present**
Attorney – Employment Law and Civil Litigation

Handled Title VII, age, disability, gender and other types of employment discrimination cases; experience in retaliation and whistle-blower cases; drafted/negotiated severance packages, employment and non-compete agreements; handled EEOC charges and responses to position statements; unemployment, compensation and ERISA matters; business and civil litigation cases (contract disputes, bid protests); civil rights cases.

DELEGAL LAW OFFICES, P.A. **Jacksonville, FL** **May 2007 to January 2012**
Attorney – Employment Law

Experience with major employment issues, including Title VII, age and disability discrimination cases; sexual harassment/hostile work environment claims; overtime and unpaid wage claims; whistleblower complaints; professional licensing issues; employment contracts, non-compete and severance issues; drafted employment agreements and employee handbooks.

DELEGAL LAW OFFICES, P.A. (Continued)

Federal court and state court litigation regarding employment issues (drafted complaints, pleadings, motions and other documents); experience representing federal/state employees in professional licensing matters and other cases before administrative agencies; experience in grievance process and unfair labor practice charges and hearings; experience drafting appeal briefs and preparing for oral argument; extensive client contact and interaction.

ALAN BANOV & ASSOCIATES
Attorney – Employment Law

Washington, D.C.

Aug. 2006 – March 2007

Experience in various employment cases, including FLSA/overtime cases, EEOC discrimination claims and wrongful discharge and retaliation cases for federal government employees and private sector employees.

Analyzed facts and prepared fact-finding memoranda; drafted pleadings, discovery, motions, appeal briefs, correspondence and other documents; extensive legal research regarding various federal and local statutory and regulatory employment issues; extensive client intake and interaction.

EDUCATION:

THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL, Washington, DC

- J.D., May 2004, *with honors* (top third of class)
- *American Bar Association/Section of Labor & Employment Law and The Bureau of National Affairs* award for excellence in Labor & Employment Law, May 2004
- First Year Honors in Legal Research and Writing
- *Thurgood Marshall Scholar* last semester of law school (top 16 to 35% of class)
- Member and appointed to Executive Committee, Moot Court Board
- Member, Mock Trial Board; ATLA 2003 GW Trial Team (Spring Competition)

NOVA SOUTHEASTERN UNIVERSITY, Fort Lauderdale, FL

- B.S., Business Administration, May 2001, *with distinction*
- 3.96 GPA, Dean's List, Alpha Chi National Honor Scholarship Society (top 10%)

INTERESTS/HOBBIES: creative writing/poetry, travel, Civil War history, trivia and other word games.