

Danielle Dillard
1118 Geers Avenue
Columbus, OH 43206
(816) 686-2796
dndillard2@gmail.com

BAR ADMISSION

State of Illinois, 2016

State of Ohio: currently undergoing the application process to sit for the bar exam and become licensed

EDUCATION

The Ohio State University Moritz College of Law, Columbus, Ohio

Juris Doctor, May 2016

- Moritz Student Ambassador
- Moritz Student Bar Association Community Service Co-Chair
- Staff Editor, Ohio State Entrepreneurial Business Law Journal

Florida Agricultural and Mechanical University, Tallahassee, Florida

Bachelor of Science in Psychology, *magna cum laude*, April 2011

PROFESSIONAL EXPERIENCE

Public Utilities Commission of Ohio, Columbus, Ohio

July 2019-Present

Labor Relations Officer

- Maintains relationships with union personnel; advises and assists managers and employees regarding labor-related issues.
- Coordinates grievance procedures, and prepares for and participates in mediations, settlements, and arbitrations.
- Develops policy, advises employees on personnel issues, and serves as a backup for HR personnel.

Common Sense Initiative, Columbus, Ohio

Jan. 2018-July 2019

Regulatory Policy Advocate

- Reviewed proposed and existing regulations of state agencies, boards, and commissions to ensure compliance, and eliminate unnecessary burdens on Ohio businesses.
- Ensured that state regulations impacting business in Ohio were developed with participation from the impacted industries.
- Served as a point of contact with businesses to identify regulatory issues and solve specific problems experienced by businesses.
- Reviewed antitrust referrals involving state entities, and made written determinations to approve or disapprove of the regulations in question.

LEGAL EXPERIENCE

UnitedLex, Columbus, Ohio

Feb. 2017-Dec. 2017

Document Review Attorney

- Analyzed complex healthcare related documents including contracts, budgets and healthcare statistics.
- Reviewed and determined document relevance, and whether any type of attorney-client privilege applies.
- Performed quality control on other reviewers work to ensure the client is receiving a top quality product.

Abercrombie and Fitch, New Albany, Ohio

June 2015-Dec. 2015

Legal Intern

- Researched and wrote legal memorandum and company recommendations on issues relating to labor and employment law and legal compliance.
- Assisted attorneys overseeing retail compliance in reviewing company policies to ensure compliance with applicable federal regulations.
- Drafted response letters and company position statements for administrative claims.
- Assisted counsel with preparation for depositions and lawsuits.