



Julie O'Keefe

Paralegal

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EMPLOYMENT

- Thompson Coburn LLP
Paralegal, 2018-Present
- Miller, Shakman & Beem
Paralegal, 2018
- Littler Mendelson, PC Paralegal,
2013-2017
- Seyfarth Shaw LLP Paralegal,
2007-2013
- Schopf & Weiss LLP Paralegal
Manager, 2006-2007
- Mayer, Brown, Rowe & Maw LLP
Paralegal, 1999-2005
- Sidley & Austin Legal Assistant,
1997-1999

Julie provides valuable assistance during litigation from start to finish, including trial proceedings, appeals, state and U.S. Supreme Court arguments, and everything in between.

With over 20 years of experience in the legal industry, Julie has managed cases across the country and internationally. During complex litigation, clients trust her to provide superior support from start to finish. As a lead paralegal with extensive history in supervisory roles, Julie has worked in every facet of litigation, including supporting multiple high-value and complex trials.

Julie has led both electronic and physical document collection and review across the United States, Europe, and Asia, creating and managing large electronic databases used throughout commercial litigation. She often assists attorneys with drafting pleadings, document review, and exhibit creation and compilation. Julie has helped manage large-scale arbitration proceedings domestically and internationally, including in Singapore and Switzerland. She also helps attorneys prepare for trials, mediation, and any other meetings.

Julie consistently works on cases involving complex commercial litigation, MDL, class actions, and labor & employment disputes. She has also supported bankruptcy matters and two pro bono cases involving capital punishment.