

BRIAN D. RICHARSON

P.O. Box 823 | brian@apswnc.com | (828)424-6596

SKILLS & ABILITIES

Skills in office, and Power Point presentations. Type speed of 40wpm

EXPERIENCE

STAFF SERGEANT, U.S. ARMY

1995-2003

Served as a Ranger team leader, and received many awards for my service. I received an honorable discharge.

Owner, FULL MOON TECHNOLOGIES, LLC

2002-2006

Specialized in network security, network repairs, network installations, computer repairs and web design.

Paralegal, R. SCOTT WHITEHEAD AND ASSOCIATES ATTORNEY AT LAW

2006-2015

Conducted research, drafted legal documents in both Florida state courts, and Federal courts nationwide. Worked on criminal, criminal post-conviction, and civil cases.

Paralegal/Owner, ADVANCED PARALEGAL SERVICE OF WNC

2016- current

Conducted research, drafted legal documents in state courts, and Federal courts nationwide. Specializing in criminal, criminal post-conviction, and civil cases.

EDUCATION

GULF COAST COMMUNITY COLLEGE, PANAMA CITY, FL

2002-2004

Associates

Computer engineering degree with Microsoft MCSE/MCSA, and Cisco CCNA/CCNP certifications.

BLACKSTONE, ALLENTOWN, PA

2009-2011

Certificate

Paralegal studies. Specialized in civil law, and criminal law.

SOUTHWESTERN COMMUNITY COLLEGE, SYLVA, NC

2016-2018

Associates

Currently working on the courses needed to obtain my NC Bar certified paralegal certificate.