

DENIENNE A. STEELE

DenSteele1@gmail.com ■ 1270 Caroline Street, Suite D120-255, GA 30307 ■ (404)597-6911

EDUCATION

Georgia State University - College of Law, Atlanta, GA

Juris Doctor: May 2010

Honors: Weltner Family Law Inn of Court; CALI Award for Litigation and Criminal Procedure 2; Pro Bono Recognition with Highest Distinction;

Spelman College, Atlanta, GA

Bachelor of Arts, Political Science, 2006

Honors: Women of Excellence Leadership Series; JPMorgan Chase/UNCF - John F. McGillicuddy Scholarship

LEGAL EXPERIENCE

Office of the DeKalb County Solicitor General, Decatur, GA

Assistant Solicitor General, April 2015 – Present

- Diversion & Community Alternative Programs
- Prosecutes adult misdemeanor offenses
- Lead prosecutor in Diversion Treatment Court handling defendants with diagnosed mental illness
- Member of the prosecution team which handles Pre-Trial Diversion matters.
- Draft pre-trial diversion agreements and handle pre-trial negotiations

PC Law Associates, Atlanta, GA

Real Estate Closing Attorney, February 2012 – Present

- Provide mobile closing services.
- Examine closing documents to determine completeness and identify inaccuracies.
- Acts as liaison between borrowers, title company and bank personnel.
- Explain closing documents to Borrowers.

Law Office of Denienne A. Steele, Atlanta GA

Attorney, January 2011 – Present

- Represent clients in civil matters
- Prepare and submit court orders
- Negotiate and draft settlement agreements with opposing parties

Georgia Governor's Office of Consumer Protection, Atlanta, GA

Arbitrator – Lemon Law Division, May 2011 – Present

- Arbitrator for car and motor homes that qualify under Georgia's lemon law
- Served as lead arbitrator on motor home panel

Alternative Dispute Resolution Fulton County Court, Atlanta, GA

Mediator, August 2009 – June 2014

- Externship from August 2009 – May 2010
- Mediated over 150 Landlord Tenant & Small Claims Disputes
- Program has 85% resolution rate

Atlanta Volunteer Lawyers Foundation, Atlanta, GA

Volunteer, January 2010 – May 2011

- Volunteer Extern, Safe Families Office from January 2010 – May 2010
- Volunteer Attorney, Saturday Lawyers from January 2011 – May 2011
- Represent clients, prepare and submit court orders
- Represent Petitioners in Temporary Protective Order (TPO) hearings – 30 day and 12 month hearings
- Negotiate and draft settlement agreements with opposing parties

OTHER EXPERIENCE

Office of Admissions, Georgia State University College of Law, Atlanta, GA

Admissions Coordinator, September 2009-July 2013

- Student Intern – September 2009 – May 2010
- Recruitment- law school fairs, forums, information sessions
- Event Planning- travel arrangements, annual open house for 300 people, other recruitment events
- Communications – viewbook, e-mails, Facebook page, and admissions webpage

ADMISSIONS & CERTIFICATIONS

Admitted to Practice in the State of Georgia; Admitted to the Supreme Court of Georgia;
Admitted to Northern District Court of Georgia. Registered Civil and Domestic Mediator; Arbitrator; Notary Public