## LAWRENCE D. MONTEKIO, J.D. 40 Preston A, Boca Raton, Florida 33434 561-674-1092 PalmBeach@usa.com

## **Professional Experience**

11/18 – present Executive Legal Assistant/Office Manager

MMO Legal Services, LLC - Aviation Law Office

Assist attorney in legal research, document preparation and client management specializing strictly with the aviation industry.

9/10-present Marketing Consultant

Create detailed marketing plans through use of advertising, social media, television and video production, website design, newsletter publication and event planning. Produced, directed and edited a televised late-night entertainment-variety series aired on CBS for several years which rated first in its time-slot.

7/90-6/10 **Attorney** 

Private practice specializing in Criminal, Family, Dependency and Juvenile Law. Also worked for several government entities in several capacities, such as Senior Attorney with the Department of Children and Families, Office of Regional Counsel and Senior Trial Attorney with the State Attorney's Office. Also worked for a Personal Injury firm supervising the Mediation Department and in charge of preparing all files for jury trial.

7/86-5/89 Mental Health Counselor/Case Manager

Henderson Mental Health Clinic, Ft. Lauderdale, Florida

Advocated for and counseled patients in-house at South Florida State Hospital. Helped establish community-based psychiatric residential treatment facilities and coordinated with day-treatment facilities to allow for the discharge of patients from state-run institutions into the mainstream population.

3/84-7/86 Human Services Counselor

Department of Health and Rehabilitative Services (HRS), Broward County. Advocated for and counseled residents of group and psychiatric homes. Investigated abuse, neglect and exploitation allegations. Trained and supervised unit of ten employees.

## **Training/Education**

2016 - Florida Supreme Court Certification Program - Family Court Mediator Training

1997 - Florida Supreme Court Certification Program - Family Mediator Training

1990 - Nova University, Ft. Lauderdale - Juris Doctorate

1983 - University of South Florida, Tampa - Bachelor of Arts - Psychology