

Cynthia M. Chapa

Paralegal

918.574.3051 | cynthia.chapa@mcafeetaft.com

Tulsa



Overview

As a paralegal for the firm's Litigation Group, Cynthia Chapa provides comprehensive legal support for trial lawyers whose practices are concentrated in the areas of commercial litigation and complex business litigation, with an emphasis on insurance defense and tort litigation. Her responsibilities include conducting research and background investigations, preparing and organizing document production, coordinating depositions, docketing, preparing and filing pleadings, maintaining document-intensive case files, preparing and organizing documents and exhibits for trial, coordinating and assisting with mock trials and mediations, preparing case management reports, and assisting lawyers at trial.

Prior to entering the legal field, Cynthia was a staff sergeant in the U.S. Army for 17 years. In addition to working as a lead investigator in criminal cases, she served as a platoon sergeant and was deployed in support of Operation Iraqi Freedom in Iraq, Operation Enduring Freedom in Afghanistan and east Africa, and Operation Team Spirit in South Korea.

Cynthia earned her associate's degree in paralegal studies from the Center for Advanced Legal Studies in Houston, TX, in 2014 and began working as a paralegal the same year. Prior to joining McAfee & Taft in 2024, she worked as a litigation paralegal for law firms in Texas and Oklahoma and also gained valuable accounting experience working for several major corporations.