Jayme S. Dark

Paralegal

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Overview

As a paralegal with the firm's Litigation Group, Jayme Dark provides comprehensive support to trial lawyers whose practices are devoted to resolving complex business disputes involving a broad range of claims and industries. His responsibilities include assisting with all phases of litigation, including case and document management, legal research, discovery coordination and document review, including large-scale electronic discovery, preparation and filing of pleadings in state and federal courts, docket management, deposition and expert witness coordination, review and summarization of deposition transcripts and other case materials, trial preparation, exhibit management, and courtroom logistics and trial support. Jayme works closely with attorneys to help ensure matters are efficiently managed from inception through trial.

Jayme began his legal career in 2013 as a legal assistant for a boutique law firm specializing in real estate and foreclosure law before earning his bachelor's degree in business administration from the University of Central Oklahoma in 2015. His prior career experience also includes working as a loan servicing agent and foreclosure specialist for the U.S. Department of Housing and Urban Development and as a litigation paralegal for a mid-sized Oklahoma-based law firm.

Outside of work, Jayme is an avid tennis player and a dedicated supporter of Oklahoma State athletics.