
BEATRICE LEONG, ESQ.

BAR ADMISSION, ASSOCIATIONS & LECTURES

- Admitted in New York- Attorney # 5184353
- Asian American Bar Association of New York- Co-Chair of Government, Service and Public Interest Committee; Queens County Bar Association; New York State Bar Association, Women's Bar Association of New York
- CLE Speaker- *Pro Bono Primer: Family Law*, Asian American Bar Association Bar of New York Fall Conference September 2017 and September 2018
- Volunteer Attorney- AABANY Monthly Pro Bono Clinic

EDUCATION

University of Connecticut School of Law
Juris Doctor, May 2012

Activities: President, Arts, Entertainment and Sports Law Society (2010-2011)
President, Asian Pacific American Law Student Association (2010-2011)

Binghamton University, State University of New York
Bachelor of Arts, English Literature and Rhetoric, May 2006
Bachelor of Arts, Asian and Asian American Studies, May 2006

Activities: Treasurer, *Phi Alpha Delta* Pre-Law Fraternity | University Judicial Board, Student Member
Teaching Assistant, Upper Level English Course | Pipe Dream Newspaper, Contributor

EXPERIENCE

Parmet & Zhou LLC New York, NY
Associate Attorney February 2018 – Present

Matrimonial and Family Law Litigation- divorces, prenuptial agreements, equitable distribution, child custody. Extensive experience with motion practice, discovery, depositions and trial preparation. Attend Court, negotiate, settle and draft agreements. Handle cases from inception to completion.

Plaine & Katz LLP Kew Gardens, NY
Associate Attorney September 2014 – February 2018

Matrimonial and Family Law Litigation- divorces, prenuptial agreements, equitable distribution, child custody. Extensive experience with discovery, depositions and trial preparation. Attend Court, negotiate, settle and draft agreements. Handle cases from inception to completion.

Fire Department City of New York Brooklyn, NY
Legal Intern, Equal Employment Opportunity Office June 2011 – August 2011

Conducted interviews with parties involved in EEO matters, prepared internal memoranda on issues of employment law including, workplace safety issues, sexual harassment, and other violations. Draft Fire Commissioner memoranda, draft official correspondence.

Baker & Hostetler LLP New York, NY
Legal Secretary January 2007 - June 2009

Provided support for partners and associates in the Business Crimes & Corporate Investigations Section. Conducted legal research, prepared presentations for client meetings and seminars. Responsible for client billing, prepared expense reports. Maintained client files.

SKILLS

- Cantonese Chinese speaker