

POOJA PATEL MEHTA

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EXPERIENCE

DPA Attorneys at Law, San Diego, CA

Managing Partner, May 2021 – Present

- Oversee law office business operations, including establishing the law firm structure, communicating and enforcing team values, and contributing to strategic business decisions to achieve our overall company goals
- Establish the financial strategy of the law firm by adequately distributing funds across the company, monitoring the monthly budget, anticipating requirements and trends, and evaluating the results
- Ensure that the firm is achieving its short-term and long-term goals and client satisfaction by evaluating productivity and quality of service and making recommendations for improvement

EP Capital, San Diego, CA

Managing Member, Aug. 2020 – Present

- Evaluate the financial status of potential investments, including analyzing income potential, expenses, and other factors that affect the potential return on investment
- Manage the purchase process from beginning to end, which may involve obtaining financing for the purchase
- Coordinate with contractors to perform renovations on properties as needed

U.S. District Court – Southern District, San Diego, CA

Judicial Clerk Extern, August 2020 – May 2021

- Clerking externship under Chief Judge Larry Alan Burns
- Conducted legal research and drafted orders for clerk review

Realty Income Corporation, San Diego, CA

In-House Counsel Extern, January 2020 – August 2020

- Drafted and reviewed numerous contracts for public company
- Conducted property due diligence - reviewing title, survey, and environmental reports
- Handle projects related to risk management, compliance, and acquisition of assets

Hotel Investment Group, San Diego, CA

Project Manager, October 2013 – January 2020

- Developed and managed a detailed project schedule and work plan for company's hotel and multi-family development projects
- Predicted resources needed to reach objectives and manage resources in an effective and efficient manner
- Provided project updates on a consistent basis to various stakeholders about strategy, adjustments, and progress

LICENSES

Admitted to the California State Bar

Bar Number: 341274, December 2021

EDUCATION

University of San Diego School of Law, San Diego, CA

Juris Doctorate, May 2021

San Diego State University, San Diego, CA

Bachelor of Science in Hospitality Management, May 2017