

## EMPLOYMENT APPLICATION



**CITY OF EL PASO**  
 300 N. Campbell  
 El Paso, Texas 79901  
 915-212-0045  
<http://www.elpasotexas.gov>  
**Ramos, Roberto Antonio**  
**A7718-0323 ASSOCIATE MUNICIPAL JUDGE**

**Received: 4/7/23 11:08 AM**  
**For Official Use Only:**  
 QUAL: \_\_\_\_\_  
 DNQ: \_\_\_\_\_  
 Experience  
 Training  
 Other: \_\_\_\_\_

## PERSONAL INFORMATION

<b>POSITION TITLE:</b> ASSOCIATE MUNICIPAL JUDGE		<b>EXAM ID#:</b> A7718-0323
<b>NAME:</b> (Last, First, Middle) Ramos, Roberto Antonio		<b>SOCIAL SECURITY NUMBER:</b> N/A
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 464 Lomada Drive, El Paso, Texas 79901		<b>EMAIL ADDRESS:</b> rramos3@outlook.com
<b>HOME PHONE:</b> (915) 274-1855		
<b>DRIVER'S LICENSE:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>DRIVER'S LICENSE:</b> Number: 22316	<b>LEGAL RIGHT TO WORK IN THE UNITED STATES?:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>What is your highest level of education?</b> Doctorate		

## PREFERENCES

<b>MINIMUM COMPENSATION:</b> \$80,000.00 per year	<b>ARE YOU WILLING TO RELOCATE?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
<b>WHAT TYPE OF JOB ARE YOU LOOKING FOR?</b> Regular	
<b>TYPES OF WORK YOU WILL ACCEPT:</b> Full Time	
<b>SHIFTS YOU WILL ACCEPT:</b> Day, Evening, Night, Rotating, Weekends, On Call (as needed)	

## EDUCATION

<b>DATES:</b> From: 8/2017 To: 5/2019	<b>SCHOOL NAME:</b> St. Mary's University School of Law	<b>DEGREE RECEIVED:</b> Professional
<b>LOCATION:(City, State/Province)</b> San Antonio, Texas	<b>DID YOU GRADUATE?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>MAJOR:</b> Law		
<b>DATES:</b> From: 1/2010 To: 5/2011	<b>SCHOOL NAME:</b> University of Texas at El Paso	<b>DEGREE RECEIVED:</b> Bachelor's
<b>LOCATION:(City, State/Province)</b> El Paso, Texas	<b>DID YOU GRADUATE?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>MAJOR:</b> Criminal Justice		
<b>DATES:</b> From: 6/2004 To: 12/2009	<b>SCHOOL NAME:</b> University of Texas at El Paso	<b>DEGREE RECEIVED:</b> Bachelor's
<b>LOCATION:(City, State/Province)</b> El Paso, Texas	<b>DID YOU GRADUATE?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>MAJOR:</b> History		

## WORK EXPERIENCE

<b>DATES:</b> From: 10/2012 To: Present	<b>EMPLOYER:</b> Scherr & Legate, PLLC	<b>POSITION TITLE:</b> Assistant/Discovery Clerk
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) El Paso, Texas		
<b>PHONE NUMBER:</b> 915-544-0100	<b>SUPERVISOR:</b> Alma Reyes - Office Manager	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$1,600.00/month	<b># OF EMPLOYEES SUPERVISED:</b> 6
<b>DUTIES:</b> runner/file clerk from October 2012-April 2013: prepared documents and files for trial Promoted to legal assistant within the first six months of hire Drafted lawsuits, assisted in high profile cases Directly supervised, trained, and assisted new discovery clerks, medical secretaries. Meet with clients, schedule appointments for depositions and hearings, collect evidence from clients, prepares proper documents for trial		

<b>REASON FOR LEAVING:</b> I left to go to law school		
<b>DATES:</b> From: 1/2020 To: Present	<b>EMPLOYER:</b> Thomas J Henry Law	<b>POSITION TITLE:</b> Briefing Attorney
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 5711 University Heights Tech Center , San Antonio, Texas, 78240		
<b>PHONE NUMBER:</b> 2106561000	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>HOURS PER WEEK:</b> 50	<b># OF EMPLOYEES SUPERVISED:</b> 2	
<b>DUTIES:</b> Draft motions including motions for summary judgment, discovery request, and petitions. Research complex personal injury litigation issues, file in state and federal court. Attend court hearings, depositions, mediations, and trials.		
<b>DATES:</b> From: 5/2021 To: Present	<b>EMPLOYER:</b> Lovett Law Firm	<b>POSITION TITLE:</b> Associate Attorney
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 619 Arizona , El Paso, Texas, 79902		
<b>PHONE NUMBER:</b> 915-757-9999	<b>SUPERVISOR:</b> Rob Lovett	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 50	<b># OF EMPLOYEES SUPERVISED:</b> 9	
<b>DUTIES:</b> Draft motions including motions for summary judgment, discovery request, and petitions. Research complex personal injury litigation issues, file in state and federal court. Attend court hearings, depositions, mediations, and trials.		
<b>DATES:</b> From: 3/2022 To: 1/2023	<b>EMPLOYER:</b> Martinez and Martinez	<b>POSITION TITLE:</b> Attorney
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 2110 E.Yandell, El Paso, Texas, 79903		
<b>PHONE NUMBER:</b> 915-541-1000	<b>SUPERVISOR:</b> Ray Martinez - Attorney	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$6,000.00/month	<b># OF EMPLOYEES SUPERVISED:</b> 2
<b>DUTIES:</b> Represents individuals for personal injury such as work injuries, slip and fall, motor vehicle accidents, trucking accidents, animal bites, product liabilities. • Employment and labor law attorney and represents employees in federal and state courts and arbitrations in Texas. Focuses on representing private and public sector employees and employee organizations in lawsuits against employers alleging discrimination on basis of sex, race, national origin, age, pregnancy, FMLA, FLSA, retaliation, wrongful Termination, and workers' compensation retaliation.		
<b>REASON FOR LEAVING:</b> The firm had a bad year and was no longer able to keep me on.		
<b>DATES:</b> From: 10/2017 To: 7/2019	<b>EMPLOYER:</b> The Law Office of Roland J. Garcia PLLC	<b>POSITION TITLE:</b> Law Clerk
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) San Antonio, Texas		
<b>PHONE NUMBER:</b> 210-802-6381	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$800.00/month	
<b>DUTIES:</b> General office duties, sort case files Interview clients Review discovery and other evidence provided by the prosecutor's office Draft motions and discovery requests Conduct legal research		
<b>REASON FOR LEAVING:</b> I left to study for the bar exam.		
<b>DATES:</b> From: 10/2016 To: 4/2017	<b>EMPLOYER:</b> Western Michigan University Cooley Law School Innocence Project	<b>POSITION TITLE:</b> Volunteer
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) Lansing, Michigan		
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$0.00/month	
<b>DUTIES:</b> Sort case files Separate documents and insert into a discovery binder Edit motions for DNA testing, assist other interns with legal research		
<b>REASON FOR LEAVING:</b> I left to a different law school.		

### CERTIFICATES AND LICENSES

<b>TYPE:</b> Texas Bar License	
<b>LICENSE NUMBER:</b> 24121787	<b>ISSUING AGENCY:</b>

**Skills**

Nothing Entered For This Section

**ADDITIONAL INFORMATION****Honors & Awards**

Dean's List- two semesters

**REFERENCES**

<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Gabriel Moreno	<b>POSITION:</b> law clerk
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) El Paso,		
<b>EMAIL ADDRESS:</b> [REDACTED]		<b>PHONE NUMBER:</b> 9155440100
<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Margie Ugarte	<b>POSITION:</b> Legal Assistant
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code)		
<b>EMAIL ADDRESS:</b>		<b>PHONE NUMBER:</b> 915-544-0100
<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Alma Reyes	<b>POSITION:</b> Office Manager
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 109 N. Oregon, El Paso, Texas 79901		
<b>EMAIL ADDRESS:</b>		<b>PHONE NUMBER:</b> 9155440100

The following terms were accepted by the applicant upon submitting the online application:

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of the City of El Paso and will not be returned. I understand that the City of El Paso may contact prior employers and other references.

I understand that completion of this Application for Employment does not guarantee that I will be employed by the City of El Paso.

I hereby affirm that my answers to these statements and questions are true and correct to the best of my knowledge. I have not knowingly withheld any fact or circumstance that would, if disclosed, affect my application unfavorably.

I understand that any misrepresentation, deception, or false statement made in this Employment Application may result in my not being considered for employment, and if not discovered by the Company until after my becoming employed, is grounds for, and may result in, my immediate termination.

**Application time limit:** I understand that application forms are active for the length of the eligible list which is normally six months unless otherwise stated. All persons must reapply after that period.

**Falsification:** I understand that falsification of information listed on my application or presented to the City of El Paso can be grounds for serious reprimand or termination.

**Employment testing:** I understand that all required drug tests, pencil-and-paper tests, physical exams, or electronic or other tests will be used in the employment decision.

**Condition of Employment:** I understand that I must provide official proof of Education (transcripts, diplomas, certificates), driver's license (if required), within 3 days of being contacted with a job offer.

This application was submitted by Roberto Antonio Ramos on 4/7/23 11:08 AM