

PAMELA S. SPALTER**P. S. E. C., Inc.***Director, May 2012 to Present*

Servicing Business Leaders: Owner, C-Suite Executive, Law Firm Managing Partner, Hiring Manager, Department Chair.

- Reputation for attracting top Attorney & C-suite executive-legal talent, typical and atypical, and understanding what is uniquely important to business leaders and to talent. Expert Talent Acquisition Services & Recruitment Services.
- Demonstrated excellence in relationship building, fostering new business client relationship with global, national, and regional clientele (Florida, New York, California, New Jersey) contemporaneously with preserving and expanding company's existing ones over years.
- Customized operational consulting services (support client with improving efficiency/optimizing business processes) Utilize customized structures, models, and methodologies. Drawing from multiple sources, provide perspective to client regarding company talent gaps for business short- and long-term hire needs.
- Customized Services with an eye to understand each clients' unique engagement profile.
- Customized client-focused partnership that meets clients' distinct business strategies, responding to dynamic needs.
- Directly interview business leaders to gain greater understanding of business goals, priorities, culture, infrastructure, presentation, and their perspective.
- Talent Vetting Measures: Skills, Cognition, Interpersonal and Social Style, Motivation, EQ, Synergy to Client's Culture.
- National reach and resources.
- Services provided by on-site, video conferencing, teleconferencing.
- Professional – Ethical – Industry Knowledge - National Reach - Utmost of Discretion – Results
- P.S.E.C. Inc.'s company's growth is principally attributable to happy customers/word-of-mouth professional referrals.

HBAI, Miami, Florida, February 2006 to May 2012*Legal Search Consultant*

Learned new business. Client-focused partnership with hiring executives to assess, project, and determine business growth hiring needs and create a recruiting process that meets clients' business strategies. Find qualified Attorney candidate fitting to hire profile, assist with screening candidate, assist with closing the deal, and assist with onboarding candidates. After only three months, approached by HBAI's owner to open and manage their first ever satellite office in Orlando. Relocated from Miami to Orlando. Personal originated revenues began at zero grew to around 500k/year receivables (singly ran highly successful satellite, June 2006 to May 2012, only employee in location). Established numerous new client relationships with global, national, and regional clientele (Florida, California, New York, Nevada) contemporaneously with fostering and expanding company's existing ones.

College Living Experience/E.S.A., Ft. Lauderdale, FL, 1993 to 2005*Private Educational Program for Post-secondary Adults with Learning Differences.***Position: Administrator/Corporate Counsel & ILS Programming Executive.**

Instrumental in assisting privately held company founding owner realize her objectives for success and growth of her unique start-up. Over my twelve-year tenure, I had the privilege to work with amazing caring people and earn merit-based increase of breadth and scope of responsibilities and function. Demonstrated flexibility to handle varied and demanding tasks and ability to balance priorities and thrive under pressure, while juggling a multitude of complex responsibilities. 'Distinguished Service Award' recipient. My duties/responsibilities:

Administrator/Legal: Responsible for interviewing, vetting, and hiring (direct report to CEO); handled annual employee reviews, disciplinary proceedings, investigations, and compensation reviews, @ 80 employees; drafted and presented ongoing in-service series to employee on diverse relevant subject matters; evaluated exposures and implemented risk loss management; assisted CEO with alternate dispute resolution to employees and to business clients; assisted CEO in the counsel and guidance of employees. Informed CEO on risk loss management protocols and best practices, implementing same. Conducted periodic reviews of company policies and procedures and drafted new and revised policies or procedures as needed, per approval by CEO. Implemented said policies on behalf of CEO and corporation. Responsible for drafting and negotiation of all contracts on behalf of company. At CEO's request, assumed CFO functions on behalf of company.

Executive - Independent Living Skills (ILS)

My position as the Executive overseeing ILS component of company's programming necessitated a keen ability to analyze, implement ever adaptive multifaceted programming to meet layered discreet needs of adults with exceptional learning style and temperament; strategic planning for avoidance of anticipated potential liabilities on a myriad of complex levels; operating strategically concept to completion; operating effectively and consistently with discriminating self-awareness, self-management, social awareness, empathy, relationship management; timely informative reporting to Director/CEO. {ILS programming on behalf of adults with diagnosed learning difficulties (examples: ASD, Executive Function deficits, ADHD, Dyslexia, Dysgraphia, etc.) that were *living as independent adults for the first time* in their own apartment within a mainstream apartment complex adjacent to a college campus}

Managed, directed, and trained ILS staff of 20-25 employees (senior and middle level full time, part time, seasonal), providing regular coaching to build relationships and accomplish department priorities, translating complex issues into straightforward action plans, ensuring compliance of layered protocols, provided sensitivity and empathy training to staff.

Each instructional component necessitated employee oversight with many of employee services performed off-site/inside a student's personal apartment residence. ILS team provided educational support services on: Financial Instruction, Household Organization/Maintenance, Time Management, Organization, Complexities of Roommate Relations, Employment Interviewing.

Assessed company programmatic needs based on evaluation of evidence-based data (facilitating weekly team meetings of 20-25 employees and performed regular on site 'spot checks') to ensure positive professionally appropriate staff engagement to our clients' success, meeting programming initiatives, ensuring compliance with corporate protocols, avoidance of potential liability issues, effectively balancing the needs of client and company. Tracked client progress with each employee in department. Tracked staff performance, providing regular timely feedback (daily CEO meetings, weekly staff meetings, and as-needed individual staff meeting) to ensure timely proactive adaptive measures implemented for programming improvements and student success. Timely detailed reports provided to CEO, my direct report. Identified where referrals to other departments needed and ensured its completion when requested by CEO. My duties included on-call, emergency duty, one weekend/month.

Applied fresh creative thinking. Created and implemented memoranda of understanding and oversaw implementation to all departments, with CEO approval. Provided technical assistance and training to all staff personnel. Implemented special projects and developed new initiatives, as needed and requested. Delivery of highly sensitive information to authorized parties, ensuring proper protocols. At request of CEO, reviewed written reports by employee, reporting findings to CEO; provided training to employee as needed; acted to ensure compliance with corporate and legal protocols.

Partnered with the CEO, analyzed relevant data and trends to provide insight and assist with setting strategies to meet talent-hiring goals. Provided perspective on talent gaps, advised on critical recruiting strategies and processes, assisted to identify and set future priorities. Used knowledge to assist and partner with executives to meet talent needs, short and long term.

Significant experience in developing strategic partnerships as required. Worked in partnership with CEO as well as with other department leads, and consultant specialists. Represented company at meetings and events, as requested by CEO. Performed other duties, as needed or requested.

CEO sold company to national company, Educational Services of America (E.S.A.)/later renamed, ChanceLight™ Behavioral Health and Education. I was invited to remain on board for 6 months to assist/handle transition (corporation dissolution, purchase agreement, effect new corporate protocols and manage resulting employee issues, assist in applying model to other locations; counsel new CFO on financial systems, etc.), while continuing departmental duties for transfer to new employee. Positive performance reviews received. I was advised by E.S.A. that due to the unique breadth & scope of my executive position it regrettably did not fit within ESA's structuring. I was awarded an attractive severance package, December 2005. CLE's current website: <https://experiencecle.com>

Intern, Sex Crimes & Child Abuse Unit, 1993

Office of the State Attorney 17th Judicial Circuit

Certified Legal Intern. Authored pre-trial memorandums regarding various and unique issues of law in sex offenses. Assisted numerous prosecutors with research and trial preparation and client intake.

EDUCATION:

St. Thomas University School of Law, Miami, Florida

Juris Doctor, 1993

Honors: American Jurisprudence Award for Excellence – Family Law
Scholarship Recipient

Admissions: Member, Florida State Bar

University of Florida, Gainesville, Florida

Bachelor of Science, Psychology, minor: Sociology (*worked throughout college*), 1989

Testimonials received from professionals that I've personally assisted, each was authorized for sharing:

**Some instances where identifying info is pared or content pared to protect privacy or due to limited space.*

"Pamela Spalter and PSEC have my unconditional recommendation ... I've had the opportunity to talk with several other attorneys... similar feelings about her excellent performance. As a member of the firm, I've also had the opportunity to interview attorneys sent to us by Pamela, and all were highly qualified and, perhaps more importantly, fit well with a firm that has a distinct culture. Put simply, if you have the opportunity to work with Pamela Spalter, take it." M. Morris, Esq.

"..... Pam was focused and flexibly strategic ... Pam was also, without question, the most intelligent and straightest shooter of a recruiter I've ever known. Pam was exactly honest and accurate. In an industry that has its fair share of hyperbole, hard sells and half-truths, she is a consummate professional who exercises the highest level of integrity. I will wholeheartedly recommend her to anyone who ever asks, "do you know a good legal recruiter I can trust?" Why yes, I do." J. Avins, Esq.

"Hello Pamela: It was an absolute pleasure working with you. Your phone demeanor and professionalism made my transition smooth and enjoyable. You ... placed me in a company that I have enjoyed working with, despite the pandemic, and I continue to grow in. We would gladly use your services in the future, should the need arise. Thank you again for everything. Regards, J. Sanchez, MA"

Legal recruiters are a dime a dozen, but there are very few that go the extra mile the way Pam does. Not only does she tailor her search to your personal and professional goals, her connections allow her to introduce you to firms that do not even have public openings yet. Thanks to Pam, I found a great firm with great people in my preferred area of law. Pam's customized service, professional connections, and empathetic personality easily set her apart from all the other recruiters in the market. Jorge C, Esq."

"You are, without a doubt, the most in-depth recruiter with whom I have ever worked, as a client or as a candidate.'" J. Zellan, Esq., former General Counsel, Quality Building Services (QBS)

"I was referred to Pam by an attorney friend who spoke very highly of her and her ability to find the perfect candidate for our Company's In-House employment/labor attorney position. My friend was correct. Pam was extremely thorough and kept us informed during the entire process. After interviewing numerous very qualified candidates we found the perfect fit. Kudos to Pam for a job well done...thanks!" M. Glennan., Vice President Human Resources, Company with 170+ locations in US & Canada. Pam hired for Exclusive Retainer for InHouse position w/N.J. office (2018). Exclusively engaged again, C-Suite position w/CA office (2020).

"I have used Pam's services both on behalf of the firm and personally. She listens well and effectively screens candidates so that she only proposes candidates that we are very likely to seriously consider. On my personal behalf, there is no one I would rather have. Pam is simply the best." J. Vetter, Esq.

"Working with Pam was a great experience. I highly recommend Pam Pam's process is thorough and she ensures that you have all of the available information to make a life-changing career decision. She's thoughtful, dedicated, and insightful. Through Pam, I found a great opportunity to be an integral part of a team." Dave F, V.P. - Labor & Employment In-House Attorney

"Thank you for going above and beyond for us on this project, and for working so quickly to fill our urgent need. You're very good at your job. We are blessed to have you as a resource. Just so you know, I get inquiries about once every two weeks or so from recruiters, but I always turn to you when we need to recruit. That won't change." Paul T., Chair Complex Litigation.

“Earlier experiences using a recruitment professional left me with a bad taste, so I spent several years finding employees for my law firm on my own, with moderate success.... with the suggestion of a colleague, I engaged Pam for this challenge and put all of my faith in her. Pam did not let me down...in fact, she exceeded my expectations! Pam found me several solid prospects, including the one who was to be my next hire. Well done! Pam listened, understood, asked the right questions, and communicated effectively. She knows what’s at stake for the employer as well as for the employee with each recruitment and takes great pride and responsibility in her role in the process.” Mitch F., Esq., Founding Partner, Law Firm.

“A friend recommended I give Pam a call and five years later, I’m still just as happy at my “new” position! In fact, the firm asked Pam for help filling several other positions after they hired me. Each time, she has done an excellent job matching up a candidate that fits with the culture and requirements. I highly recommend her! J. Jones, Esq.

“I would highly recommend Pam ... Pam cares about the person first and foremost. She has a keen sense of what firms or positions fit best with each person based on the work environment or opportunity being sought. After being introduced to a new firm by Pam this summer—after being very comfortable at a law firm that I loved for almost 15 years—I can honestly say that I’ve found a dynamic mix of people, culture, and business savvy that I never knew I was looking for. “ Lou F, Esq.

“We have had great success with the candidates brought to us by Pamela Spalter. I would highly recommend her if you are looking to fill that critical attorney need with the right person. - DJS, Shareholder”, Esq.

“Pamela, ..thank you for your hard work and extraordinary commitment to helping us find and hire lateral attorneys for our Florida offices. As the Managing Partner ... I am responsible for hiring attorneys ... a critical challenge for me this year. I am eternally thankful that I found you! .. I could tell that you were fully committed to our success. ... worked tirelessly to help us achieve our goals and fill our positions. .. Through your network of existing connections as well as the hard work of opening new sources of possible candidates, you brought us a number of outstanding attorneys who were all capable, qualified and well-suited for our needs. I never could have found them without you. In 2019 alone, we hired multiple attorneys through your efforts...each of the lateral hires is working out extremely well. We owe that to you and I cannot thank you enough for everything you’ve done to help our practice flourish.” Steve M., Managing Partner of Florida Offices.

"Pam has been an important partner in our firm’s growth. She works hard, creatively and consistently to understand our needs and create opportunities for us. We made four extraordinary acquisitions last year through her efforts” R. Littleton, Founding Partner/NYC Managing Partner. (PSEC Inc services engaged on behalf of client’s multiple New York offices, as well as New Jersey & California)

“Pam is the most professional, enthusiastic, and effective recruiting professional that I’ve met in over twenty years spanning two industries. Pam worked diligently (and seemingly tirelessly) with me While I was several time zones behind Eastern Time, Pam routinely contacted me before and after business hours with meaningful input and feedback, and I know that she sacrificed much personal time on my behalf. I’ll never stop recommending her to friends and colleagues. Please also know that it’s very true and from the heart. You did an awesome job for me, and I really appreciate your help and expertise. Please use generic, Intellectual Property Attorney, Miami, Florida office, National Firm”.

“I’ve had the opportunity to work with Pam on more than one occasion. I continue to be impressed by her work ethic and passion to find the best opportunity based upon my talents and desires. Pam has served as a mentor to me during my career and I can always count on her for her candid advice. Pam is very easy to work with and is very professional. I constantly recommend her to my colleagues and would recommend her ahead of anyone in her profession.” J. LaClair, Esq.

"Pamela Spalter is a wonderful person and recruiter. From our very first conversation throughout the placement process, the communications were always open, clear, accurate, and prompt. Though it is tough to know who to trust with something as critically important as one's confidences and professional career goals, I always found Pamela to be ethical, honest, genuine, and trustworthy. Marc Jonas Block, Attorney-Partner, New York"

"Pam has always been there for me, bringing her experience to the fore. She opened her black book and secured interviews with her international and regional clients. More importantly, she displayed character and professionalism. Pam is easy to work with and never pressed me to pursue opportunities that I did not consider suitable. I would recommend her services." Sashi A., Esq.

"Pam is a star recruiter who stands out in every way that matters". Joe C., Esq., New York

"Over the course of practicing since 1986, I have worked with 5 (give or take) legal and executive recruiters -- 3 of whom are either a personal friend, or a close relationship with family or mutual friends. Pam is by far the most diligent, organized, professional, and insightful by leaps and bounds. She is more a coach and counselor." Mike, New York

"I found Pamela Spalter to be persistent, client-focused and responsive. It is my pleasure to recommend her services. A client can take comfort knowing that Pamela will provide them with superb assistance." M. Petra, Florida

"I was unsure of what to expect... My experience working with Pam exceeded my expectations. I feel significantly more confident.... I wouldn't hesitate to recommend Pam to a friend or colleague - her intuition, thoroughness, professionalism, multifaceted approach, and obvious experience made her a fantastic...." M. Maida, Florida.