

# Jasmine Lam

## Law Clerk & Case Manager

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### PROFESSIONAL BACKGROUND

Jasmine Lam is a Law Clerk and Case Manager at Singleton Urquhart Reynolds Vogel LLP.

With a decade of experience in various areas of law, including civil, commercial, and complex construction litigation, as well as construction lien matters, Jasmine provides lawyers with support throughout the entire litigation process, from initial fact investigation, to document management, examination for discovery, mediation, arbitration, trial preparation, hearing attendance, and legal project management.

Jasmine collaborates with lawyers, clients and vendors to strategize, plan and execute eDiscovery projects on document intensive matters. She is proficient in iPro Eclipse and Relativity, and provides advice and recommendations on approaching document collection, review and production projects. Jasmine proactively implements project management best practices to ensure smooth processes for the delivery of resource-efficient legal services, and she works towards developing and improving these processes.

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### MEMBERSHIPS

- Member, Ontario Digital Evidence and eDiscovery Working Group
- Member, International Legal Technology Association (ILTA)
- Member, Institute of Law Clerks of Ontario
- Social Media Director, Women in eDiscovery (Toronto Chapter), 2023-2024

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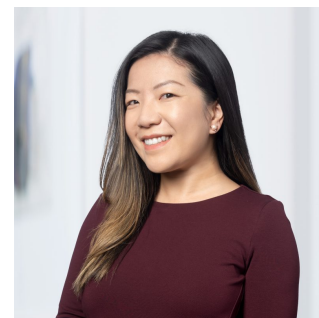
### PRESENTATIONS

- Instructor, "eDiscovery 101 and Relativity Basics," Humber College, November, 2023
- Panelist, "Connecting and Empowering Women for Success Through WiE," - The Masters Conference (Toronto), June, 2023
- Panelist, "eDiscovery in a Post-COVID World," ACEDS, May, 2022

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### COMMUNITY + VOLUNTEERING

- Guest Instructor, eDiscovery and Relativity 101, Humber College
- Director, Social Media, Women in eDiscovery - Toronto Chapter, 2023-2024



Commercial and Business  
Litigation  
Construction and Infrastructure  
Law

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### EDUCATION

- Law Clerk (Accelerated)  
Diploma, Seneca College of  
Applied Arts and Technology,  
2013
- Bachelor of Science with  
Honours, Queen's University,  
2009

### Certifications

- RelativityOne Review Pro  
Certification, Relativity, 2023
- LPM LaunchPad Certificate,  
Fundamental Skills of Legal  
Project Management, LawVision  
LLC, 2022
- Certificate of Information  
Privacy, York University, 2021