

**Elana S. Marcus**

New York, NY 10024

**SUMMARY**

Senior Employment Attorney with expertise in Mediation and Arbitration of Labor and Employment disputes. Excellent investigation and negotiation skills.

**PROFESSIONAL EXPERIENCE:****CONSULTANT** 2009 - present

- Mediated third step grievances, conducted hearings and wrote decisions for the New York City Office of Labor Relations.
- Conduct human resource/employment law training programs for managers and employees and investigate claims of inappropriate workplace conduct for Employment Practices Solutions, Inc.
- Arbitrate claims for NYCLA and SERB.

**LEHMAN BROTHERS INC./BARCLAYS CAPITAL, New York, NY** 2001 - 2008**Vice President, Employee Relations**

- Mediated allegations of discrimination, harassment and inappropriate behavior.
- Devised corrective action plans.
- Negotiated fair settlement of claims to avoid litigation.
- Created and conducted training programs regarding employment law policies and programs.

**GOLDMAN SACHS & CO., New York, NY** 2000 - 2001**Vice President, Employee Relations**

- Mediated allegations of discrimination, harassment and inappropriate behavior.
- Devised corrective action plans.
- Conducted training programs regarding employment laws and policies.

**EPSTEIN BECKER & GREEN P.C., New York, NY** 1997 - 2000**Labor and Employment Attorney**

- Researched and advised employers concerning employment issues.
- Investigated claims of harassment and discrimination.
- Represented employers in all phases of mediation, arbitration and employment litigation.

**BRONX COUNTY DISTRICT ATTORNEY'S OFFICE, Bronx, NY** 1993 - 1997**Assistant District Attorney****ATLANTIC RICHFIELD COMPANY, Los Angeles, CA** 1987 - 1990**Human Resources Generalist**

**EDUCATION AND TRAINING**

**CARDOZO SCHOOL OF LAW**, New York, NY

**Juris Doctor**

**LOYOLA LAW SCHOOL**, Los Angeles, California

- Admitted to practice law in New York and New Jersey.

**CORNELL UNIVERSITY,**

**SCHOOL OF INDUSTRIAL AND LABOR RELATIONS**, Ithaca, NY

**Bachelor of Science**

**CORNELL UNIVERSITY,**

**SCHOOL OF INDUSTRIAL AND LABOR RELATIONS, SCHEINMAN INSTITUTE ON**

**CONFLICT RESOLUTION**, New York, NY

- Employment Law Arbitration Program

**NEW YORK COUNTY LAWYERS ASSOCIATION**, New York, NY

- Attorney/Client Fee Dispute Arbitration Program

**NEW YORK STATE BAR ASSOCIATION**

- Commercial Mediation Program

**NEW YORK STATE DIVISION OF HUMAN RIGHTS**

- Mediation Program

**NEGOTIATION STRATEGY INSTITUTE**

- Cutting Edge Negotiation Strategy for Lawyers

**PROFESSIONAL AFFILIATIONS**

- New York State Bar Association, Member
  - o Labor and Employment and Alternative Dispute Resolution sections