

PATRICK WHEELER

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October 5, 2020

Administration Commission
Room 1802, The Capitol
Tallahassee, Florida 32399-0001

Re: Director and Chief Administrative Law Judge Position

Dear Sir or Madam,

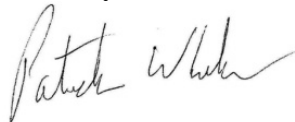
My name is Patrick Wheeler, and I am writing to express my interest in the Director and Chief Administrative Law Judge position currently available with the Florida Division of Administrative Hearings. I believe my education and experience make me a strong candidate for this position.

In 2009, I graduated from the University of Florida, Levin College of Law with honors and in the top fifteen percent of my class. After becoming a member of the Florida Bar, I began working as a staff attorney at the Supreme Court of Florida. In this position, I advise the justices on a range of criminal, civil, and administrative matters that come before the Court. My duties include analyzing proposed rule amendments, advising the Court on the disposition of extraordinary writ and attorney discipline cases, and drafting proposed orders and opinions. Through my work with the Court, I have gained a strong understanding of the importance in applying the law as written, and in maintaining consistency in how the law is applied. More importantly, I have gained an understanding of the temperament necessary to manage judicial proceedings, and to ensure that such proceedings are resolved fairly and with confidence in the outcome.

Prior to my work with the Court, I gained valuable experience during law school as a law clerk with Bryant Miller Olive, a legal extern with the City of Jacksonville General Counsel's Office, and as a Conservation Clinic member. Through these experiences, I developed a strong foundation in legal writing and research, which I have honed during my tenure with the Supreme Court of Florida.

I have enclosed a copy of my resume for your review. I would like the opportunity to meet with you, at your convenience, to further discuss my qualifications. Thank you for your consideration. I look forward to hearing from you soon.

Sincerely,



Patrick Wheeler

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LICENSE

The Florida Bar

April 2010

EDUCATION

Juris Doctor, *cum laude*

University of Florida, GPA: 3.43; Top 15% of Graduating Class

Certificate, Land-Use and Environmental Law

Dean's List, Three Semesters

Book Awards: Appellate Advocacy (Spring 2006)

Local Government Law (Fall 2007)

The Supreme Court and Environmental Law Seminar (Fall 2008)

Advanced Legal Research (Summer 2009)

December 2009

Gainesville, FL

Bachelor of Arts in Radio and Television, Minor in Legal Studies

University of Central Florida, GPA: 3.6

December 2002

Orlando, FL

EXPERIENCE

Career Central Staff Attorney

Supreme Court of Florida

September 2010 – Present

Tallahassee, FL

- Conducted legal research and drafted memorandums advising the Court on the disposition of pending cases.
- Drafted proposed orders, opinions, and rule amendments.
- Supervised the work and development of new attorneys.
- Participated in and led teams of attorneys in preparing memorandums advising the Court on special projects.
- Advised the Clerk and his staff on Court policy and case specific procedural issues.
- Advised the Director of Central Staff on the development of internal policies and procedures.
- Member of advisory committee on implementation of communication plan and the Court's social media policy.

Clinic Member

Conservation Clinic, Center for Governmental Responsibility

January – May 2009

Gainesville, FL

- Aided an interdisciplinary team of professionals in the development of a sustainable land development code.
- Conducted legal research on the constitutionality of proposed ordinances and their compliance with state law.
- Drafted municipal ordinances and prepared detailed memorandums advising community leaders.

Legal Extern

City of Jacksonville, Office of the General Counsel

May – August 2008

Jacksonville, FL

- Conducted legal research and drafted memorandums analyzing local and state land use regulations, federal criminal statutes, and various other issues pertaining to functions of local government.
- Prepared legal documents, including motions and contract provisions.

Law Clerk

Bryant Miller Olive

May – August 2006

Orlando, FL

- Performed research on a range of public finance, tax, business and governmental legal issues.
 - Prepared detailed memorandums analyzing public finance, tax and business legal issues.
 - Drafted legal documents, including contract assignments and amendments.
 - Researched and compiled statistical data from multiple sources for investment prospectuses.
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INTERESTS / MEMBERSHIPS

hiking, traveling, Federalist Society.