

John-Raphael Pichardo, Esq.

Albany, NY

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PROFESSIONAL EXPERIENCE

Human Resources Compliance Lead & Legal Counsel **Colliers International**

New York, New York
6/2022-Present

Developed and maintained HR policies and procedures to ensure compliance with Federal, State, and Local laws and regulations (all 50 states). Conducted regular audits of HR processes to identify areas of non-compliance and develop corrective action plans. Trained HR staff on compliance requirements and best practices. Collaborated with legal counsel, business leaders, and people services on HR-related matters, including drafting contracts, immigration matters, severance, and separation agreements. Respond to complaints and investigate allegations made against the company.

Principal Attorney

Pichardo & Associates, L.L.C.

Albany, NY
9/2017-Present

Provide strategic direction to companies on all aspects of immigration and labor laws. Conducted audits related to employee matters such as internal policy and operational review, amendments to employee handbooks, ADA and reasonable accommodation request compliance, I-9, and wage and hour compliance. Represent businesses and individuals in real estate transactions, property disputes, unemployment hearings, and Immigration Court.

Counsel & Parliamentarian

City of Albany, Common Council

Albany, NY
1/2020 -2/2023

Primary legal advisor to the 15 Members of the Common Council and Council President responsible for drafting and processing all legislation (over 150), performed policy research and analysis and provided budget analysis and amendments. Provided strategic counsel on various policy and operational issues including impacts of COVID-19, open government, budgetary matters, and government ethics. Successfully won Article 78 litigation in response to land use matter.

Associate Attorney

Law Offices of Joseph A. Sena, Jr., P.L.L.C.

White Plains, NY
2/2017 – 10/2017

Represented over 50 clients in removal (deportation) proceedings. Counseled and briefed businesses on immigration laws and labor and employment laws. Prepared over 100 various employment, family, and asylum-based petitions to submit to the United States Citizenship and Immigration Services and Immigration Court. Collaborated with firm leadership to generate growth and expand client portfolio.

Law Clerk

New York State Department of Labor, Counsel's Office

New York, NY
11/2015 - 10/2016

Successfully represented the Department in proceedings before the Industrial Board of Appeals in matters regarding unpaid wages, retaliation, violations of minimum wage laws, and PESH complaints. Conducted internal review of completed investigations and proposed amendments, the rescission of determination, or the need for further investigation. Managed and developed all aspects of a caseload of approximately 40 from pleadings to trial or settlement. Drafted and executed 40 settlement agreements and confessions of judgments. Proposed and drafted revisions to labor law regulations which included "call on pay" and building superintendents' pay. Assisted with applying for U and T Visas if a witness was undocumented.

BAR ADMISSION

State of New York
Executive Office of Immigration Review

LANGUAGES

Spanish (Fluent- Reading, Writing, Speaking).

EDUCATION

Quinnipiac University School of Law

Juris Doctor, *Certificate in Tax Law*

North Haven, CT

Honors: Distinguished Student Scholar Scholarship
Service to the Law School
Service to the Community
Thurgood Marshall Scholarship
Board Member of the Year, National Black Law Students Association

University at Albany, State University of New York

Bachelor of Arts, Political Science, *cum laude*,

Albany, NY

Honors: Omicron Delta Kappa
Pi Sigma Alpha (Political Science Honor's Society)