



HELEN  
**WONG**  
PARALEGAL

## BIOGRAPHY

Helen joined Alexander Holburn as a Paralegal in 2011. She currently works in the Insurance Defence practice.

Helen provides a supportive role in all aspects of the organization and management of files. She assists with gathering and analyzing medical evidence, preparing lists of documents, drafting pleadings and court applications, interviewing witnesses and communicating with clients and related parties. She is also responsible for retaining and instructing experts.

Helen has assisted with Provincial Court, Supreme Court and Appellate Court actions.

### ON A PERSONAL NOTE

Outside of work, Helen enjoys travelling and spending time with her family and friends. She has volunteered at Immigrant Services Society of BC, BC Children's Hospital, and Canuck Place Children's Hospice. She currently volunteers her time with the City of Burnaby.

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### EDUCATION

- 2005 Paralegal Diploma, Capilano University
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