



JESSICA  
**JORDAN**  
PARALEGAL

## BIOGRAPHY

Jessica Jordan is a paralegal in the [Banking + Lending](#) Practice.

Jessica started at the firm in the services department in 1998 and began taking classes to obtain her legal secretary certificate shortly thereafter at Douglas College. Her first legal secretary position at the firm was worked with two lawyers in the Corporate/Commercial Practice department. In her first year working as a legal secretary, she began taking paralegal courses at Capilano College and moved onto paralegal work in 2005, where she now works primarily in the Commercial Lending department as well as in Residential/Commercial Conveyancing.

## ON A PERSONAL NOTE

In her free time, she enjoys painting, spending time with her family, friends and two dogs, travelling and seeing live music.

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## EDUCATION

- 2005 Paralegal Certificate, [Capilano College](#)
  - 2002 Legal Secretary Certificate, [Douglas College](#)
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