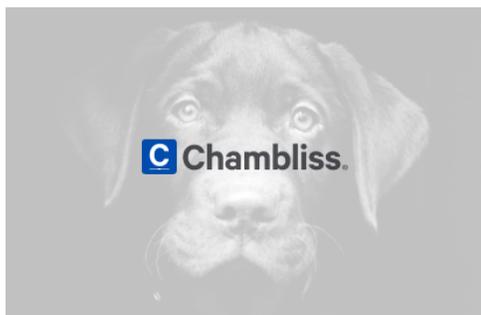# Michele N. Portilla
Paralegal/Legal Assistant

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I excel at effectively communicating and liaising between clients, attorneys, and other parties in real estate and loan transactions, prioritizing accuracy and efficiency to ensure smooth transactions.

With almost a decade of experience in the legal industry, Michele Portilla supports Chambliss' real estate and banking sections. She plays a vital role in conducting title reviews, extensive research, and drafting leases with precision and accuracy. Additionally, she excels at navigating complex legal processes, including real estate and loan closings, and frequently assists attorneys with property research and drafting essential documents. Michele's ability to stay organized and manage multiple tasks efficiently ensures that deadlines are met and clients' needs are addressed promptly. She thrives in a fast-paced environment and finds fulfillment in the dynamic nature of her work.

In addition to her current role, Michele has experience in estate planning, family law, and intellectual property. One of her main strengths lies in her communication skills, which she leverages to maintain seamless correspondence with clients and attorneys. With a commitment to excellence and a passion for helping clients achieve successful outcomes, Michele is a valuable asset to Chambliss' legal team.

Associations

Professional

- Tennessee Paralegal Association

Sidebar

In her free time, Michele enjoys reading, running, hanging out with her two dogs, Rufus and Phoebe, and learning how to golf.

Services
- Bankruptcy, Restructuring, and Workouts
- Business
- Business Organizations and Planning
- Commercial Contracts
- Commercial Lending and Financial Transactions
- Financial Institutions
- Financial Services
- Mergers and Acquisitions
- Real Estate

Industries
- Real Estate

Education
- Paralegal Certification, Chattanooga State Community College, 2020
- The University of Tennessee at Chattanooga, 2019