



ROBERT ALLEN PARALEGAL



Hahn Loeser & Parks LLP

5811 Pelican Bay Boulevard
Suite 650
Naples, Florida 34108

phone: 239.254.2941

email: rjallen@hahnlaw.com

PRIMARY PRACTICES

Litigation

Complex Commercial Litigation

Robert Allen is a paralegal and contracts professional with experience spanning litigation support, corporate legal operations, commercial licensing, and revenue operations. Known for a steady, detail-focused approach, he supports attorneys and business stakeholders through all phases of litigation, including case management, document preparation, legal research, discovery coordination, contract review, preparing for hearings and trial, and process improvement.

Across his roles, Robert has combined hands-on legal support with operational ownership, preparing and organizing case materials, drafting and reviewing agreements, and coordinating stakeholders to keep matters moving from intake to close. His work has included commercial and vendor contracts, purchase-order processes, and business-facing support that connects legal requirements with practical execution.

Alongside litigation support, Robert has overseen billing operations, including time tracking, invoicing, accounts receivable, and payment follow-up.

Before returning to a law-firm setting, Robert built extensive experience in corporate legal and commercial contracting roles, where he partnered closely with legal leadership and revenue teams to support complex, deadline-driven transactions.

EDUCATION

- George Mason University, Paralegal Certification, 2014
- Ave Maria University, B.A., Political Science and Business Management and Administration, 2011

PROFESSIONAL HISTORY

- Paralegal, Hahn Loeser & Parks LLP, 2026 – present
- Litigation Paralegal, Bonaquist, 2023-2026
- Corporate Paralegal/Contract Specialist, MicroStrategy Incorporated, 2017-2022
- Contract Specialist, AOL, 2016-2017
- Senior Paralegal, Fait, Wise & DiLima, 2014-2016

PERSONAL

Robert enjoys playing soccer and loves being at the beach and on the water.