

Kaitlyn M. Burke

Associate

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Focus Areas

Alternative Dispute Resolution

Discrimination and Harassment

Leaves of Absence and Disability Accommodation

Policies, Procedures and Handbooks

Wage and Hour

Overview

Kaitlyn M. Burke regularly advises and represents employers in a broad range of employment matters including:

- Arbitration agreements, including drafting and enforcing class action waivers and handling labor arbitration disputes pursuant to a collective bargaining agreement
- Discrimination, harassment, retaliation claims, including on under the ADA and FMLA
- Breach of contract and trade secrets claims under federal and state law

Kaitlyn also proactively assists employers with reviewing and drafting employee handbooks and policies, high performance management and termination, auditing wage and hour policies and practices, conducting investigations, and assessing accommodation requests.

Prior to joining Littler, Kaitlyn served as a judicial law clerk to the Hon. Carl W. Hoffman of the U. S. District Court, District of Nevada. She also served as an appellate level law clerk to several administrative law judges in the Office of Disability Adjudication and Review in the Social Security Administration.

During college, Kaitlyn received University Honors, the William Branstrom Award, and was a James B. Angell Scholar.

Professional and Community Affiliations

- Member, Civil Local Rules Committee, U. S. District Court, District of Nevada, 2014-present
- President, Women Law Students Association, 2008-2009
- Secretary, Asian Pacific American Law Student Association, 2008-2009

Recognition

- Named, Rising Star, Super Lawyers, *Mountain States*, 2016-2018
- Inductee, 100 Hours Club for Pro Bono Contributions, *Legal Aid Center of Southern Nevada (LACSN)*, 2016

Education

J.D., University of Michigan Law School, 2009

B.A., University of Michigan, 2007, *High Distinction*

Bar Admissions

Nevada

New York

Publications & Press

Five Things to Know About the New DOL Overtime Rule

Communiqué

January 1, 2017

Speaking Engagements

Advanced Leave and Accommodation Issues

Las Vegas, NV

July 26, 2018

What's New in Employment Law for 2018: Your Hotel's Early Check-In

Asian American Hotel Owners Association (AAHOA)

February 7, 2018

New Year, New Focus: Preparing Your Organization for 2018's New Employment Laws

Labor & Employment Webinar Series – Littler Mendelson and BB&T

February 6, 2018

Showdown of the NLRB v. the Courts: Supreme Court Action on Class Action Waivers in Arbitration Agreements

March 29, 2017