Tiffany Walsh

(123) 456-7890 youremail@example.com 902 Main St., Pittston, PA 18640

Profile

Recent graduate of University of Massachusetts Dartmouth School of Law with 3.97 GPA. Graduated second in a class of 823 students, served as editor in chief of the university law review and completed a clerkship with a magistrate. Anticipate passing the Pennsylvania bar examination no later than November 1, 2020. Applicant is committed to serving the community and has done pro bono document review for victims of domestic violence through a local legal aid clinic.

Key Skills/Knowledge Areas

- Strong knowledge of both common law and Pennsylvania-specific statutes, rules of civil procedure and rules of evidence
- Experience managing a court docket by scheduling cases, sending hearing notices and responding to queries from attorneys for plaintiffs, defendants and witnesses
- Strong legal writing skills, as evidenced by selection as the editor-in-chief of the University of Massachusetts Dartmouth law review in 2019

Education

Juris Doctor, 3.97 GPA

University of Massachusetts Dartmouth School of Law New Bedford, MA, August 2016 - May 2020

- Completed internship with local magistrate, which provided an opportunity to develop calendaring, interviewing and legal writing skills
- Edited legal articles, distributed writing assignments and managed a staff of writers and editors as editor-in-chief of the university law review

Professional Experience

Legal Aid Volunteer, Legal Aid of New Bedford, New Bedford, MA *January 2019 - May 2020*

- Meet with potential clients to determine their need for legal services
- Consult with experienced attorneys to develop a strategy for each case
- Request orders of protection from the court for victims of domestic violence; file supporting documentation when necessary
- Recommend, under the guidance of supervising attorney, further legal action when appropriate