

**JANE LAW**  
233 Olympia Lane  
City, State, zip  
000-000-0000  
janelaw@xxxx.com

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## Education

### **Rutgers School of Law, Camden, NJ**

Candidate for Juris Doctor Degree, May 2012

GPA: 3.x

*Highlights:* "A" in Legal Analysis, Writing & Research

Activities: Pro Bono Bankruptcy Project

Domestic Violence Project

Environmental Law Society

### **Rutgers University, New Brunswick, NJ**

Bachelor of Arts in English Literature, *with honors*, May 2008

GPA: 3.x

*Honors:* Dean's List (4 semesters)

Activities: Cabaret Theater Company

Intramural Soccer

### **University of Otago, Dunedin, New Zealand**

Study Abroad, Summer 2007

## Experience

### **Rosenberg & Chase, L.L.P., Westfield, NJ**

Legal Assistant, August 2008-August 2009

- Reviewed and summarized medical records, deposition testimony, and interrogatories in medical products liability litigation
- Maintained and updated case file databases and trial and mediation calendars

### **Flemington-Raritan School District, Flemington, NJ**

Substitute Teacher, August 2007-August 2008

- Collaborated with other staff members to create learning opportunities
- Communicated assignments to students and provided instructions as necessary

### **Eagle Management, Clinton, NJ**

Pool Manager, Summers 2005 and 2006

- Supervised and trained group of 6 lifeguards
- Responded to concerns of community board and pool members

### **Camp Winnewald, Clinton, NJ**

Camp Counselor, Summer 2004

- Provided supervision, care and guidance to a group of 20 campers
- Organized activities and events for campers to participate in each day of summer camp

## Skills/Interests/Volunteer

- Scuba diving, skiing, travel (recent trips include: Costa Rica, Italy & Egypt)
- American Red Cross - Blood Drive & Fundraising coordinator, 2003-present

## Languages

Conversational Spanish

## WILLIAM T. COMPTON

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### EDUCATION

#### **Rutgers School of Law, Camden, NJ**

Candidate for Juris Doctor Degree, May 2013

GPA: 3.x

*Highlights:* "A" in Legal Analysis, Writing & Research

*Work full-time and attend classes in the evening*

#### **Rutgers University, New Brunswick, NJ**

Bachelor of Science in Finance, *with honors*, May 1999

GPA: 3.x

Honors: Dean's List (4 semesters)

Activities: Lambda Chi Alpha Fraternity-Social Chair  
Intramural Athletics

### EXPERIENCE

#### **PricewaterhouseCoopers, Philadelphia, PA**

Senior Consultant, September 2003-present

- Analyze market and industry dynamics and make strategic recommendations to attain maximum growth for businesses
- Serve as Team Leader on two projects and supervise technical specialists
- Consistently meet aggressive project deadlines
- Maintain high level of client satisfaction and develop new business opportunities

#### **Oxford Marketing, Philadelphia, PA**

Account Executive, May 1999-September 2003

- Created and managed small business accounts for major telecommunications company
- Trained and supervised new account executives
- Interacted extensively with Spanish speaking business owners

#### **Henley & Wilson, L.L.P., Short Hills, NJ**

Legal Assistant, June 1997-August 1998

- Drafted complaints and responses to interrogatories and interviewed clients to gather case information

### COMMUNITY SERVICE

Hurricane Katrina Relief, New Orleans, LA, 2006-2008

### LANGUAGES

Fluent in French

# Susan Coopersmith

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## EDUCATION:

### **Rutgers University School of Law**

Camden, NJ

Candidate for Juris Doctor Degree, May 2012

GPA: 3.xxx

Honors & Activities:

- ***Rutgers Journal of Law and Religion***, Lead Notes Editor
- Dean's List - 3 of 4 semesters (top 25% of school)
- First Year Honors (top 25% of first year class)
- Teaching Assistant, Legal Analysis Writing & Research I and II
- Research Assistant, Distinguished Professor Dennis M. Patterson
- International Environmental Law Moot Court Team
- Journal Note Selected for Publication in 2011

### **Muhlenberg College**

Allentown, PA

Bachelor of Arts in Political Science, *Summa Cum Laude*, May 2008

GPA: 3.xx

Honors & Activities:

- ***Phi Beta Kappa***
- Pi Sigma Alpha, Political Science Honor Society
- Centennial Conference Academic Honor Roll
- Varsity Field Hockey: Team Leading Scorer, Northeast Region All-American

## EXPERIENCE:

### **Young Conaway Stargatt & Taylor, LLP**

Wilmington, DE

*Summer Associate*, May-Aug. 2010

Researched and drafted legal memoranda and briefs; conducted document reviews; attended various court proceedings.

### **Honorable Stanley R. Chesler, U.S. District Judge**

Trenton, NJ

*Judicial Intern*, July-Aug. 2009

Researched and drafted opinions on various legal issues including: summary judgment, motion for reconsideration, and final social security determination.

### **Honorable John J. Hughes, U.S. Magistrate Judge**

Trenton, NJ

*Judicial Internship*, May-June 2009

Researched and wrote orders and bench memoranda on a variety of legal topics; attended pre-trial conferences and hearings.

### **Cape May County Technical High School**

Cape May, NJ

*Teacher/Women's Basketball Coach*, April 2007-July 2008

Instructed students in a variety of academic and athletic settings.

### **The Fawcett Society**

London, UK

*Research Assistant for Women's Lobbying Group*, Summer 2006

Compiled survey results, wrote and designed an informational pamphlet, researched governmental websites for society newsletter.

### **Dimmich, Gulden, Dinkelaker, & Brienza**

Fogelsville, PA

*Legal Intern*, Jan.-May 2005

Summarized depositions, conducted research, and observed legal proceedings.

## INTERESTS:

Field Hockey, Golf, Camping

**Matthew Perry**  
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## Education

**Rutgers University School of Law** Camden, NJ  
Candidate for Juris Doctor Degree, May 2012  
GPA: 3.xxx  
Activities: Pro Bono Mediation Project  
Pro Bono Bankruptcy Project  
Bronx, NY

**Fordham College at Rose Hill**  
Bachelor of Science in Sociology, May 2008  
Honors: Phi Beta Kappa Honor Society in Sociology

## Experience

**Gloucester County Prosecutor's Office** Woodbury, NJ  
Law Clerk, May 2009-present (full-time summer, part-time academic year)

- Appear in court on behalf of the State in various courtroom proceedings including bail reduction hearings, sentencings, and motions; also handle criminal domestic violence cases to conclusion
- Research and draft legal briefs and memoranda; draft correspondence to NJ State Parole Board objecting to applications for parole

**Philadelphia Federal Defender's Office** Philadelphia, PA  
Intern-Capital Habeas Unit, Jan.-Apr. 2009

- Researched and wrote memoranda on defendants' personal backgrounds and criminal histories
- Assisted investigators in locating and retaining affidavits from prior jury members

**Philadelphia District Attorney's Office** Philadelphia, PA  
Intern, Summer 2008

- Researched and wrote briefs on substantive, procedural, and investigational issues
- Assisted ADA's in pre-trial preparation by assembling notebooks and organizing files for pre-trial hearings
- Enforced compliance with subpoenas to cellular telephone service providers
- Learned about criminal justice system processes and procedures through courtroom observations of various proceedings

## Skills/Interests

Running, softball, photography