Don Bean

Boston, MA 02120 • (978) 873-2466 • dwbean96@gmail.com

# **EDUCATION**

**New England Law | Boston** Boston, MA

Juris Doctorate  May 2023

Honors: Sandra Day O’Connor Honors Program

**American University** Washington, DC

Bachelor of Arts in History, Minor in Communication Studies August 2019

Concentrations: The global Cold War; Media and Government

Organizations: Delta Chi

Study Abroad: John Cabot University, Rome, Italy, December 2017 - May 2018; Concentration in Ancient Roman history and Modern European history

# **LEGAL EXPERIENCE**

**U. S. Attorney’s Office – District of MA**

CACI Contractor Law Clerk Boston, MA

* Draft warrants, subpoenas and other legal documents for multiple March 2023 - Present

Assistant U.S. Attorney’s

* Prepare documents for discovery
* Research legal issues related to narcotics trafficking and money

laundering

**City of Boston Division of Inspectional Services** Boston, MA

Legal Intern August 2020 - November 2020

* Drafted decisions for the Zoning Board of Appeals
* Attended Boston Zoning Board of Appeal hearings
* Researched zoning and housing law issues

**PROFESSIONAL EXPERIENCE**

**Ninety Nine Restaurants** Salem, MA

*Food Server* June 2019 - September 2022

* Communicated with guests and calmly addressed guest complaints
* Exhibited active listening and stress management
* Multi-tasked in a fast-paced environment to provide quality service
* Worked in a cooperative team environment

**American University Greenberg Theatre** Washington, DC

*Box Office Manager* September 2015 - May 2019

* Supervised Box Office Assistants
* Communicated with front of house management
* Provided quality customer service
* Oversaw ticket sales

**Town of Danvers Planning department** Danvers, MA

*Open Space Technician* (Seasonal)May 2016 - August 2017

* Surveyed local parks and forests to determine maintenance needs
* Created and planned agendas to address maintenance issues
* Organized and executed lawn maintenance, trail cutting, painting, and

minor building projects

# **INTERESTS**

I enjoy staying up to date on current events and spending time learning history.