

# Robert Smith

## Student Attorney

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## SUMMARY

Experienced attorney with strong background in drafting legal documents, researching complex legal issues, and exceptional negotiating and writing skills.

## SKILLS

Research, Writing, Financial budgeting, Presentations, Editing, Proof-reading.

## WORK EXPERIENCE

### Student Attorney

ABC Corporation - January 2015 – May 2015

- Worked with a highly diverse client base including non-native English speakers, survivors of torture and sexual violence, and individuals from varied cultures and religious backgrounds.
- Screened clients for eligibility for federal immigration benefits including Naturalization, Adjustment of Status, and Family Reunification.
- Represented eligible individuals with all stages of federal benefits applications and petitions including the compilation of USCIS forms and appropriate case research.
- Evaluated clients financial situations and completed several federal fee waivers for clients suffering from indigence or financial hardship.
- Drafted client affidavits in support of USCIS benefit applications and petitions.
- Drafted a persuasive brief discussing several errors of fact in relation to a potential TRIG (Terrorism-Related Inadmissibility Ground) application delay.
- Worked efficiently and balanced multiple case files while prioritizing customer service and resolution of time-sensitive client situations.

### Student Attorney

Delta Corporation - 2011 – 2015

- Represented indigent defendants in criminal cases as a third-year practice certified law student.
- Counseled clients, investigated defenses, negotiated with prosecutors and tried four cases.
- Studied criminal justice issues and reform.
- Composed requests for records, fee waivers, and expedited processing pursuant to the Freedom of Information Act.
- Collaborated with co-counsel to initiate litigation on behalf of Muslim communities regarding racial surveillance.
- Strategized in weekly case reviews on death penalty mitigation, class action discrimination, and prison reform.
- Represented start-up clients under the supervision of local attorneys.

## EDUCATION

Juris Doctor - (ELON UNIVERSITY SCHOOL OF LAW)