

ROBERT SMITH

Legal Extern I

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To obtain Legal Extern experience working in the legal field while pursuing a part-time law program.

EXPERIENCE

Legal Extern I

ABC Corporation - JANUARY 2013 - MAY 2013

- Performed legal research on constitutional claims for habeas petitions.
- Drafted memoranda on complex criminal Indian jurisdictional issues to be used in federal court.
- Participated in mooting an attorney who was preparing to make an oral argument in front of the Ninth Circuit Court of Appeals.
- Wrote a Bluebook guide to cite checking for Capital Habeas Unit law clerks.
- Co-presented a CLE lecture to the Criminal Justice Act (Federal Public Defender contract attorneys) explaining the cases.
- Observed proceedings in montgomery county common pleas court - general division.
- Gained experience in federal court proceedings, litigation, settlements, and the us bankruptcy code.

Legal Extern

Delta Corporation - 2010 - 2013

- Worked directly with Spanish speaking potential clients to conduct intake interviews and asses potential immigration issues Worked with Spanish .
- Clerked one day a week in magistrate judges chambers; - Drafted bench memos, first drafts of opinions, copy edited draft orders and opinions.
- Research and draft legal memoranda on a broad range of topic related to NY Public Health Law and Penal Law.
- Participate in courtroom proceedings regarding to judicial diversion.
- Draft motions, arrest memoranda, and felony criminal complaints.
- Attend meetings with defense counsel and new case referrals.
- Under the supervision of the Associate General Counsel, worked on a broad array of assignments including, researching state and federal law, .

EDUCATION

- Bachelor's in Law - (Arizona Summit Law School / Phoenix School of Law - Phoenix, AZ)

SKILLS

Website Design/Content, Public Relations, Public Speaking/Presentations, Blogging.