

ROBERT SMITH

Assistant Judge I

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Silled communicator excelling at conflict resolution, working with, managing teams and assisting customers. Experienced with working under pressure while still remaining professional, efficient and capable of high quality work on projects and professional duties.

2012 - 2015

ASSISTANT JUDGE I - ABC CORPORATION

- Prepared draft opinions for post conviction matters.
- Researched and advised the Judge with regard to draft opinions, including drafting and advocating proposed changes pursuant to the Judges instructions.
- Conferred with the Judge on pending matters such as opinions, conference agenda items and orders.
- Reviewed cases scheduled for trial, discussing them with the Judge, and drafted memoranda to the Judge as necessary.
- Prepared memoranda in advance of trial, including reviewing cases, conducting required legal research, summarizing important facts and arguments and drafting and editing memoranda.
- Conducted required legal research, analyzed issues, and prepared recommendations for the Judge and drafted proposed revisions.
- Monitored current developments in the law, including reading Supreme Court and Court of Appeals opinions, and legal periodicals.

2007 - 2011

JUDGE - DELTA CORPORATION

- Environment Healthcare.
- Make decisions independently Judge at state and national tournaments Low time consumption, usual schedules during debate season run Friday 12 PM-12 .
- Mix and lay concrete.
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- MO Worked with a team of 50+ English teachers and peers to judge writing pieces submitted by grades kindergarten through grade 12.
- This is Dummy Description data, Replace with job description relevant to your current role.
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EDUCATION

Certificate of Legal Education in Legal Education - 2000(Norman Manley Law School)

SKILLS

Spanish, Critical Resoning Skills.