

Robert Smith

Mediator/

PERSONAL STATEMENT

To obtain and maintain a career in my field of education.

WORK EXPERIENCE

Mediator/

MAPS (Mediation Arbitration Professional Systems) - September 2008 - 2020

Responsibilities:

- Positioned was by selection from counsel in litigation.
- Received training and certification from MAPS and have successfully resolved approximately 8 cases.
- Prepared and presented Continuing Legal Education programs in the areas of insurance law and specifically uninsured motorist coverage.
- Researched and drafted wrote outlines to aid participants in understanding the subjects.
- Able to educate the participants in the CLEs through a clear and precise outline supplemented by a verbal presentation.
- Resolved complex legal issues in mediation as well as in the verbal CLE presentations.
- Acquired knowledge of how to use PowerPoint.

Mediator

ABC Corporation - 2004 - 2008

Responsibilities:

- Collected and analyzed data on individual clients using records, tests, interviews and professional sources.
- Developed and distributed relevant and comprehensive written materials on domestic or workplace violence and race relations.
- Counseled clients to help understand and overcome personal, social and behavioral conflict.
- Educated clients and their families about their responsibilities and rights.
- Co-facilitated events such as The Man Project to increase awareness about violence in urban societies.
- Organized outreach events with local, city and state agencies to increase awareness of Domestic Violence services and referral options..
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

JD in Civil Law - 1975(Tulane Law School - New Orleans, LA)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Legal Research Acquired
As A Law Clerk In The
16th Judicial District.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)