

HOWARD JONES

Lawyer

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PROFILE

Experienced and innovative Lawyer with a passion and dedication to justice. Highly organized, and skilled in public speaking. Bringing forth a proven track record of achieving favorable outcomes for clients. Adept in preparing for trials, reviewing documents, and effectively presenting cases in court. A strong leader who works well under pressure, and understands the complexities of the legal system.

EMPLOYMENT HISTORY

- ❖ **Lawyer, Madison and Fletcher Attorneys at Law** Dec 2010 — Aug 2018
San Francisco
- Performed adequate research to ensure a deep understanding of cases.
 - Prepared legal documents without error and in a timely manner.
 - Analyzed laws in relation to the situation of a client.
 - Filed briefings, collected evidence, and presented cases to judges and juries.
 - Worked to build and foster trusting relationships with clients.
- ❖ **Lawyer, Johnson & Levine, LLC** Sep 2006 — Nov 2010
Los Angeles
- Worked with clients to understand their circumstances and needs.
 - Mediated disputes and sought to enforce the proper regulations.
 - Counseled clients about the law and legal options.
 - Effectively represented clients in criminal and civil court proceedings.
 - Maintained the integrity and confidentiality of all cases.
 - Sought to understand and protect the interest of persons and businesses.

EDUCATION

- ❖ **New York Law School** Aug 2003 — May 2006
Juris Doctor New York
- ❖ **New York University** Aug 1999 — May 2003
Bachelor of Economics New York

SKILLS

Regulatory Compliance	Expert	Mediation Skills	Expert
Excellent Communication Skills	Expert	Family Law	Expert
Contract Negotiation Skills	Expert	Immigration Law	Expert

INTERNSHIPS

- ❖ **Law Internship, Brennan Center for Justice** May 2005 — Jun 2006
New York

REFERENCES