

Austin Palda

4820 NE Hazel Dell Ave Apt. #512, Vancouver, WA, 98663
(612) 207-5966 austin.palda@pcc.edu

Objective

To secure a position in the criminal defense field

Skills

Exemplary oral and written communication skills
Skilled in all facets of Microsoft Office and SPSS with a typing speed of 70+ WPM
Self motivated with excellent problem solving skills
Dexterity to remain composed in stressful or complicated situations
Meticulous and thorough proofreading ability
Basic knowledge of the Spanish language

Education

University of Minnesota

Graduation Date: August 2011

Bachelor of Arts in Sociology of Law, Crime, and Deviance
3.348 GPA in Major Coursework

Portland Community College

Anticipated Graduation Date: March 2013

Associates of Applied Science in Paralegal Studies
3.5 GPA
Winter 2012 Dean's List

Experience

Pizza Hut

November 2011 – Present

Shift Manager/Delivery Driver

EAP Planning, Inc.

October 2008 – September 2011

Secretary/Data Entry

Peace Within (Formerly Shakedown)

October 2008 – September 2011

Assistant Manager/Sales Clerk

Lancer Catering

April 2005 – September 2008

Wait Assistant/Valet/Houseman