## Steven Jagoda

**Home Address: Cell#:** 203-809-7681 (best)

25 Summit Rd **Home#:** 860-454-4934

Vernon, CT 06066 **e-mail:** sjag8989@gmail.com

## EDUCATION: University of Connecticut, Storrs, CT

**Certified Paralegal** with a specialization in litigation

**-**Experience with legal writing and legal research

-Course completed 4/2012

## 

## Bachelor of Arts in Political Science; GPA: 3.4/4.0

Bachelor of Arts in Anthropology

Graduated August 2011

**WORK EXPERIENCE:**

2012 **Field Supervisor** (November 2011-January 2012) SAIC, FEMA

* Supervise crews cleaning up disaster debris
* Used good judgment to select storm debris for removal
* Calm and courteously spoke to property owners about the tasks my crews were doing
* Trained incoming employees

2010 **Crew Leader** **Assistant** (April-August) United States Census Bureau

* Oversaw crew quality and efficiency
* Checked each crew members work for accuracy
* Handled crew member time sheets

**HONORS/ACTIVITIES:**

* New England Scholar (3.7 GPA or higher for an entire calendar year)
* Dean’s List (4 semesters), The University of Connecticut
* Good Standing (All semesters)

**PROFICENT** in Microsoft Office, HTML, CSS