

# FIRST M. LAST

777 Main St., Apt. 2B • Monroe, MI 48161 • 734-777-7777 • name@utoledo.edu

## Education

### **The University of Toledo College of Law, Toledo, OH**

*Juris Doctor*, anticipated May 2027

**GPA:** 3.53 (Class Rank: 35/100)  
**Honors:** Highest Ranking in Contracts II  
**Law Review:** THE UNIVERSITY OF TOLEDO LAW REVIEW, Board 55, Member  
**Activities:** Women's Law Student Association, Member  
Student Bar Association, Programming Committee Chair

### **The University of Central Florida, Orlando, FL**

*Bachelor of Arts*, Political Science, May 2023

**GPA:** 3.47  
**Honors:** Dean's List (2 Semesters)  
Florida Academic Scholar  
**Activities:** World Court Justice, Model United Nations, U.S. Delegation (April 2022)

## Legal Experience

### **United States Attorney's Office, Northern District of Ohio, Toledo, OH**

*Law Clerk*, May 2025 – August 2025

- Wrote briefs and legal memoranda on issues involving white-collar crime.
- Submitted persuasive arguments on evidentiary issues that were presented at trial.
- Provided attorney support during two trials by preparing exhibits, creating trial notebooks, and taking notes at trial.
- Prepared deposition questions; attended and summarized 10 depositions.

### **The University of Florida Legal Services, Gainesville, FL**

*Intern*, May 2022 – August 2022

- Conducted intake interviews with students whose legal issues included landlord/tenant disputes, contract issues, misdemeanor criminal matters, and family law cases.
- Analyzed evidence to help prepare arguments for hearings.

### **Greenberg Traurig, Miami, FL**

*Litigation Paralegal Intern*, May 2021 – August 2021

- Participated in trial strategy meetings.
- Assessed importance of trial documents and maintained them in filing system.
- Interviewed parties to litigation to prepare initial case reports in personal injury matters.

## Community Involvement

Toledo Bar Association Pro Bono Legal Services, Clinic Volunteer, March 2024 – Present

Big Brothers Big Sisters, Mentor and Volunteer, November 2023 – Present

## Interests

Cross-country skiing and hiking