

[First Last Name]

[Address] | [City, State ZIP] | [Phone Number] | [Email Address]

EDUCATION

[Law School Name]

[Month Year] – [Month Year]

Juris Doctor

- GPA: [X.XX/4.0], Class Rank: [Top X%]
- Honors: [e.g., Dean's List, Law Review, Moot Court]
- Relevant Coursework: [e.g., Constitutional Law, Legal Research]

[Undergraduate Institution]

[Month Year] – [Month Year]

Bachelor of [Arts/Science] in [Major]

- GPA: [X.XX/4.0], Honors: [e.g., Cum Laude]
- Activities: [e.g., Student Government, Debate Team]

LEGAL EXPERIENCE

[Law Firm/Legal Organization]

[Month Year] – [Month Year]

[Job Title, e.g., Legal Intern]

- Drafted memoranda on [topic]; researched [legal issues].
- Assisted with [case work, document review, client interviews].

[Court/Chambers]

[Month Year] – [Month Year]

[Job Title, e.g., Judicial Extern]

- Observed court proceedings; prepared bench memos.
- Researched and summarized case law for judicial opinions.

OTHER EXPERIENCE

[Organization/Employer]

[Month Year] – [Month Year]

[Position Title]

- [Brief description of non-legal role or relevant skills.]

ACTIVITIES & LEADERSHIP

- [Student Organization]: [Role, e.g., Treasurer, Events Coordinator]
- [Law Review/Moot Court/Pro Bono Projects]

SKILLS & INTERESTS

Skills: [Legal Research (e.g., LexisNexis, Westlaw), Writing, Oral Advocacy, Languages]

Interests: [e.g., Constitutional Law, Running, International Travel]