

[YOUR FULL NAME]

City, State • yourname@law.edu • (000) 000-0000

EDUCATION

[Law School Name] City, State

J.D. Candidate, Expected Month 20XX *GPA / Class Rank (only if strong)*

Honors: [Journal or law review membership; CALI / book awards; named scholarships]

Activities: [Leadership role] • [Moot court / clinic / journal] • [Affinity or interest organization]

[Undergraduate University] City, State

B.A. / B.S. in [Major], Month 20XX *Minor in [Minor] (optional)*

Honors: [Latin honors (cum laude), honor societies, dean's list, scholarships]

EXPERIENCE

[Employer / Organization Name] City, State

[Position Title] *Month 20XX – Month 20XX*

- [Action verb] + [what you did] + [quantified result or impact, e.g. “for 30+ clients”]
- [Action verb] + [skill, tool, or area of law] + [outcome that mattered]
- [Action verb] + [responsibility] + [scope: size, dollar amount, or audience]

[Employer / Organization Name] City, State

[Position Title] *Month 20XX – Month 20XX*

- [Action verb] + [task] + [result]
- [Action verb] + [task] + [result]

[Employer / Organization Name] City, State

[Position Title] *Month 20XX – Month 20XX*

- [Action verb] + [task] + [result]
- [Action verb] + [task] + [result]

LEADERSHIP & ACTIVITIES (OPTIONAL)

[Organization], [Role] *Month 20XX – Present*

- [Optional: one line on what you led or accomplished]

INTERESTS

[Interest] • [Interest] • [Interest] • [Interest] • [Interest]