

SARA TSVETANOVA

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EDUCATION

HARVARD LAW SCHOOL, Cambridge MA

Candidate for J.D., May 2012

Activities: Federalist Society, Speakers Committee

Reading groups should be included with your activities.

→ 1L Reading Group, *Adoption and Reproductive Technology*

UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN, Urbana, IL

B.S. in Journalism, May 2009

Honors: University Honors (top 3% of graduating class)

Chancellor's Scholar/Campus Honors Program

Phi Kappa Phi Honor Society

Harold E. and Dorothy Jonson Sorter Journalism Scholarship

Illinois Sheriff's Association Scholarship

Activities: Campus Honors Program, Orientation Group Leader and Senior Sibling

Daily Illini On the Air, Radio News Reporter

EXPERIENCE

UNIVERSITY OF ILLINOIS, Urbana, IL

2008-2009

News Director for Television 2 Class

Use your descriptions to highlight transferable skills like leadership, organization, and time management.

Directed a 30-minute live newscast twice a week as a paid teaching assistant. Led a team of other students through the newscast. Made split-second decisions to correct any mistakes made on-air. Trained students on the use of news cameras and computer equipment.

Include all work experience (space permitting), even if it doesn't seem relevant to a legal internship. Employers do appreciate the value of these experiences.

LONESTAR STEAKHOUSE AND SALOON, Champaign, IL

2006-2009

Served customers in a fast-paced restaurant. Made bar drinks. Trained new employees. "Closed" the restaurant several nights a week, which included checking the work of other servers. Worked 20-30 hours per week during the academic year and during the summer to finance education.

COLLEGE COMMUNICATIONS LIBRARY, Urbana, IL

2006

Helped patrons find books. Retrieved books from the reserves. Checked books in and out of the library electronically. Occasionally served as sole librarian on weeknights and locked up library.

INTERESTS

Cooking, scrapbooking, playing the piano.

MATTHEW MERIWEATHER

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EDUCATION

HARVARD LAW SCHOOL

Candidate for J.D., May 2011

Activities: *Harvard Environmental Law Review*, Article Editor
No One Leaves Boston Foreclosure Task Force, Leadership Team
Harvard Mediation Program, Small Claims Court Mediator

FRANKLIN & MARSHALL COLLEGE, Lancaster, PA

B.A. *summa cum laude* in Government and Sociology, May 2005

Honors: Phi Beta Kappa
Truman Scholar Finalist, 2004
Rouse Scholar (full scholarship awarded for leadership and achievements)

Activities: Keep Lancaster Beautiful, Founding Board Member and Volunteer
Committee on Student Conduct, Chairperson

SYRACUSE UNIVERSITY, Strasbourg, France, 2004

Coursework in French language and European government.

← Study abroad experience can be a separate entry in your education section. Be sure to include a line explaining your program or coursework.

EXPERIENCE

Adding specific details, like these report topics, will strengthen your descriptions.



CONGRESSIONAL OVERSIGHT PANEL FOR TARP, Washington, D.C.

Summer 2009

Legal Intern

Analyzed programs, legislation, and statutes related to the federal government's financial crisis interventions. Wrote, researched, and edited portions of the following oversight reports: June report on bank stress tests, July special report on farm credit conditions, and August report on troubled assets. Attended Treasury Department briefings and assisted with congressional committee hearing testimony preparation.

FRANKLIN & MARSHALL COLLEGE, Lancaster, PA

2007-2008

Alumni Fellow, Alumni Programs Office

Designed and carried out special projects related to young alumni engagement. Developed a leadership program for college seniors. Assisted the office director with alumni events as needed.

LE BIHAN FAMILY, Paris, France

2006-2007

Part-time Household Worker, Private Residence

Cared for an eight-year-old French boy 4-5 days a week. Cooked, cleaned, and practiced English with the child and his older brother. Performed various other household errands.

F&M IN PARIS, Paris, France

2006

Program Assistant

Assisted in the creation of a new study abroad program in Paris. Participated in the teaching of French politics and cultural perception classes. Served as a residential mentor and student advisor.

CRAVATH, SWAINE & MOORE LLP, New York, NY

2005-2006

Corporate Legal Assistant, Banking Practice Area

Managed the administrative aspects of secured lending transactions including preparation of government filings, communication with opposing counsel, preparation of post-deal closing documentation and assisting lawyers during deal closing.

CROSS CULTURAL SOLUTIONS, Arusha, Tanzania

Winter 2005

Volunteer, WAMATA

Assisted Tanzanian AIDS awareness non-profit in establishing a budget and learning basic computer skills. Taught English to interested volunteer members of WAMATA.

LANGUAGE

Proficient in French

INTERESTS

Cooking, maps, rock concerts, bike riding, hiking, *A Prairie Home Companion*