

sample graduate resume (Experience first alternative)

AMITA NAYAK

48 Thompson St., Apartment 33 New York, NY 10012

Email: anayak@yahoo.com Phone: 913-822-5544

EXPERIENCE

Boxer, Wellfleet and Kraemer, LLP, New York, NY 2008 – Present

Litigation Associate

Represent clients in wide variety of litigation matters including employment, securities, and copyright disputes, credit card industry antitrust litigation, and FCC-regulatory actions.

- Assisted with depositions and witness preparation in internal corporate investigations and in federal grand jury investigations.
- Coordinated and analyzed document productions and interrogatory and subpoena responses.
- Participated in settlement negotiations with New York and Connecticut Attorneys General.
- Secured political asylum for former teacher from Tibet. Authored all submissions to the Department of Homeland Security and represented client before Hearing Officer.
- Served as associate representative to firm's Pro Bono Committee.

Hale & Dorr Legal Services Center, Jamaica Plain, MA Fall 2007

Student Advocate, Housing Litigation Clinic

Represented low-income clients from the greater Boston area in landlord-tenant litigation.

Argued and won discovery motion in Housing Court. Assisted with trial reversing illegal eviction of tenant.

Children's Rights Project, New Delhi, India Summer 2007

Legal Intern

Conducted juvenile justice field research at local courts and police stations. Led client interviews with defendants and victims of crime. Attended Juvenile Justice Board proceedings.

The New York Times Corp., New York, NY Summer 2006

Summer Intern, Law Department

Completed international licensing compilation and researched reporters' privilege and photo rights. Revised freelance contracts and assisted with editorial closings.

World Health Organization, Washington, D.C. Summer 2004

Research Consultant, Sustainable Development Department

Assessed public health-focused development plans in Latin America and the Caribbean. Presented review of inter-organization initiatives to Local and Urban Development Unit.

Princeton University South Asia Studies Department, New Delhi, India August 2004

Undergraduate Research Fellow

Conducted on-site research on secularism and religious freedom in Indian law and politics.

Interviewed leading legal scholars, practitioners, and a Supreme Court Justice.

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EDUCATION

Harvard Law School, J.D., June 2008

Activities: South Asian Law Students Association, Co-President; Committee on Sports

Entertainment Law, Entertainment Committee Chair; *Harvard Human Rights Journal*, Member

Princeton University, B.A., *magna cum laude*, with Distinction in Economics, May 2005

Awards: Center for International and Area Studies Fellowship; Woodrow Wilson Traveling

Fellowship; South Asia Studies Department Singh Fellowship

Activities: South Asian Society, Academic Action Chair & Secretary; Student Government

Council, Secretary; Whitestone School, Elementary school tutor

LANGUAGES Spanish (proficient); Hindi (conversational)