



LAW SCHOOL

Résumé Collection Form

Date: _____

Position Type:

- Permanent/Full-Time
Temporary
Summer - Full
Summer - Split
Part-Time: _____hrs/week

Applicant Description (Please check box):

- 1L 2L 3L LLM
Recent Graduate
Alumni with _____ years of experience

Blind Listing?

- Yes No

Employer: _____

Address: _____

City, State Zip: _____ Website Address: _____

Contact Person: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Employer Description (Please check box):

- Law Firm Government- Federal Judiciary- Federal Public Interest Other
Government- State Judiciary- State Business/Corporation
Government- Local Judiciary- Administrative Military
Government- Other Academia

- If a Law Firm: Primarily Plaintiff Head Office Solo Practice 26-50 Attys 251-500 Attys
Primarily Defense Branch Office 2-10 Attys 51-100 Attys 501+ Attys
N/A 11-25 Attys 101-250 Attys

Primary Practice Areas: _____

Criteria Required: _____

Salary: _____

Application Materials Required (Please check all that apply):

- Cover Letter Résumé Writing Sample List of References (3) Letters of Recommendation (3)

Please collect résumés and forward one package to me by (date): _____

May we email your résumé package to you? Yes No If no, please indicate name and account number of your overnight mail delivery service

Name

Account Number

Position Description: