**JOSEPHINE JOSEPHS**

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**OBJECTIVE**

Junior Economics student seeking a part-time Fall 20XX internship at a law firm

**EDUCATION**

**Bachelor of Science in Economics,** *Kennesaw State University*

Minor: Criminology

*Expected:**May 20XX*

**RELEVANT EXPERIENCE**

**Atlanta’s Law Firm, LLC,** *Legal Intern,* Atlanta, GA

August 20XX – December 20XX

* Conducted legal research on case law, statutes, and regulations to support attorneys in preparing for hearings and client meetings
* Drafted and proofread legal correspondence, memos, and case summaries with a focus on clarity and accuracy
* Observed client consultations and court proceedings, gaining exposure to legal processes and professional client interaction

**CAMPUS ORGANIZATIONS & VOLUNTEER EXPERIENCE**

**Mock Trial,** *Member*, Kennesaw State University

* Participated in competitive trial simulations as both attorney and witness, developing public speaking, legal reasoning, and critical thinking skills
* Collaborated with team members to analyze case materials, prepare arguments, and deliver structured presentations in accordance with AMTA rules

**Atlanta Food Bank***, Volunteer*

* Helped organize and distribute food to those in need during busy volunteer shifts
* Worked with people from diverse backgrounds while maintaining accurate records of distributed goods

**TECHNICAL SKILLS**

* **Microsoft Office:** Excel (intermediate proficiency); PowerPoint (advanced)
* **Legal Research:** Google Scholar (advanced); Westlaw (basic familiarity)
* **Languages:** Spanish (fluent); French (working proficiency)

**HONORS & AWARDS**

**Hope Scholarship** (every semester),*Kennesaw State University*

**Intern of the Month** (October 20XX), *Atlanta’s Law Firm, LLC*