

Name

Address – Email – Phone – [LinkedIn Profile](#)

EDUCATION

State University of New York at Geneseo, Geneseo, NY
Bachelor of Arts in Political Science (GPA: 3.55)
Minor: Legal Studies

Expected May 2018

Study Abroad: Berlin, Germany

Fall 2015

RELEVANT EXPERIENCE

Legal Services of the Hudson Valley, White Plains, NY
Legal Intern

August 2017 – Present

- Work on an Investment Project which involved proposing alternatives to LSHV's current investment plan to maximize ROI while maintaining a strategy conducive to the priorities of a not for profit
- Research and report on potential portfolio management providers
- Advise on most cost-effective portfolio management providers based on budget constraints of a not for profit
- Create electronic database of all Westchester County Legislation from 1995 to 2010

Westchester County District Attorney, White Plains, NY
Legal Intern

June 2017 – August 2017

- Specialized in the Superior Courts Trial Division of the Westchester District Attorney's Office
- Transcribed video and audio to be used in court and took notes of cases in court
- Played a support role in conviction process by analyzing all post-arrest information including interrogations, police calls and police blotters

Monroe County Board of Legislators, Rochester, NY
Intern

January 2016 – May 2016

- Served as aide to Chairman of the Board, including accompanying the Chairman to events and recording appearances
- Organized payments to recipients of college scholarship grants
- Researched and summarized policy issues for legislators
- Attended board meetings and summarized proceedings for legislators

COMMUNITY INVOLVEMENT

Pre-Law Club, SUNY Geneseo, Geneseo, NY
Treasurer

September 2017 – Present

Club Baseball, SUNY Geneseo, Geneseo, NY
Vice-President

September 2016 – Present

Mock Trial, SUNY Geneseo, Geneseo, NY
Member

January 2016 – Present

Skills: Microsoft Office, Legal Systems 2.0

Honors: Presidential Scholar, Master's School All-League Baseball Honor