DANIEL JONES

PERSONAL

Name
Daniel Jones

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878 Jackson Drive, Suite 109-B
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SKILLS

- **Civil Law Suit Negotiations**
- **Creative Problem Solving**
- **Conflict Resolution**
- **Oral & Written Communications**
- **Organization**
- **Microsoft Office Suite**

Passionate and Charismatic State of New York licensed attorney seeking to join the legal team at Mills & Associates. A dynamic oral and written communicator, with federal and local court experience, pre-litigation negotiations, criminal law, creating legal briefs, conducting research, and an excellent internship with Schwartz & Meyer in Manhattan, NYC. Exceptional negotiation skills, organization, and results-driven individual who likewise thrives as a creative problem solver who is dedicated to practicing law with the utmost ethical standards.

SUMMARY OF QUALIFICATIONS

- State of New York Licensed Attorney - 2020
- Civil Litigation Associate Attorney - 2020 through 2021
- Legal Research
- Jury Selection
- Case strategy and understanding of case law
- Preparing legal documents & motions
- Exceptional negotiation skills
- Persuasive communicator.

PROFESSIONAL EXPERIENCE

Civil Litigation Associate Attorney May 2020 - Oct 2021
Schwartz & Meyer, Manhattan, NY

Civil Litigation associate attorney internship with the world renown civil litigation law firm in Manhattan, NYC. Duties included:

- Drafted subpoena, interrogatories, and email communication to court, opposing council, and clients.
- Researched legal cases related to civil lawsuits in construction, personal injury, and medical malpractice.
- Participated in deposition, courtroom filings, motions, and jury selection.
- Attended negotiation meetings, pre-trail discovery, and court hearings.
- Maintained office files, intercompany communication, and filed court documents.
- 95 percent trial success rate for client cases in 2021.
- Successfully negotiated 14 civil lawsuits for clients, retaining more than $48 million in revenue for clients.

Law Clerk Aug 2019 - May 2020
US District Court, New York City, NY

Law clerk to Justice Luisa J. Jackson, United States District Court - New York City, NY. Assisted Justice Jackson in multiple daily tasks including:

- Attended oral arguments, motions, pleas, and jury selection.
- Evaluated legal analysis of written opinions of Federal court hearings.
- Preparing pre-trail memoranda.
- Reviewing trial records, case history, and conducting extensive research.
- Drafting and editing legal case files.

EDUCATION

Juris Doctor - 2020 Aug 2017 - May 2019
Boston University Law School | uGPA: 3.88, Boston, Massachusetts

LSAT Score - 169 - May 2017