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## Family Lawyer Resume

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### Job Objective

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Seeking opportunity to work within your firm as Family Lawyer.

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### Highlights of Qualifications:

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- Thorough knowledge of family law practices
  - Familiarity with effective litigation techniques
  - Immense ability to prepare for trials
  - Outstanding ability to draft legal documents
  - Remarkable ability to multi-tasks to meet deadlines
  - Excellent written and communication skills
  - Proficient with MS products
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### Professional Experience:

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Family lawyer  
Alexander Potruch, LLC, Centennial, CO  
August 2007 – Present

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### Responsibilities:

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- Provide legal advice for complex family law matters.
  - Prepared legal memorandum and other documents.
  - Educated clients about various laws.
  - Coordinated with justice system for case information.
  - Ensured to meet case management standards.
  - Participated in development of work practices.
  - Provided legal services at Family Law Courts.
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### Education:

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Master's Degree in Family Law  
Philander Smith College, Little Rock, AR  
Bachelor's Degree in Law  
Emmanuel College, Franklin Springs, GA

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