

Sam Elliotson

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EDUCATION

West Virginia University Institute of Technology, Beckley, WV Anticipated May 20XX

Bachelor of Science in Criminal Justice

GPA 3.63

Relevant Coursework:

Criminology | Deviant Behavior | Courts and Judicial Systems | Interviewing Theory

RELEVANT EXPERIENCE

Beckley Police Department, Beckley, WV January 20XX-Present

Intern

- Witness the preparation and presentation of oral and written communications in support of criminal investigations and legal proceedings.
- Conduct automated criminal record checks via access to TIES and NCIC with certification by the West Virginia Bureau of Investigation.
- Demonstrate proficiency in the conduct and documentation of investigations, legal and compliance matters, firearms and emergency vehicle operations.

Golden Bear Law Offices, Beckley, WV

August 20XX – Month 20XX

Legal Intern

- Performed investigations and served subpoenas to corporations and other businesses.
- Handled many phases of the investigation process, including witness statements and subpoenas.
- Counseled financially distressed individuals regarding their rights and obligations in consumer bankruptcy and mortgage foreclosure.

PROJECTS

Project Name September 20XX-December 20XX

Project Role

- Relevant description of different elements of the project
- Relevant description of different elements of the project
- Relevant description of different elements of the project

ACTIVITIES

Role Held, Organization Name, WVU Institute of Technology August 20XX-Present

- Relevant description of what you are responsible for in the role
- Relevant description of what you are responsible for in the role
- Relevant description of what you are responsible for in the role

SKILLS

Statistical analysis, database management, integrity, dependability