

FALL 2005 RESUME REFERRAL REQUEST FORM

EMPLOYER INFORMATION

Employer: _____

Address: _____
(Street Address) (City, State) (Zip)

Web Site: _____ **Hiring Attorney:** _____

Primary Contact: _____ **Contact Title:** _____

Contact Telephone: () _____ **Fax:** () _____

Contact E-mail: _____

Mailing Address (if different from above): _____

(Street Address) (City, State) (Zip)

For which office(s) are you registering? (please list city, state): _____

For which resume referral service are you registering?:

- Resume Submit Resume Send

(For Resume Submit Participants Only)

Unless otherwise requested, an express mail service will be used at your expense. Please indicate Express Mail Service Provider:

- FedEx UPS Airborne Express Certified Mail

Account number for express mail service: _____

Preferred Arrangement: _____

Deadline date for which materials should be received: _____

Additional Comments:

HIRING INFORMATION

Which class years do you wish to interview?

- 2L & 3LE (Class of 2007) 3L & 4LE (Class of 2006) LLM (Bankruptcy)

Class Rank _____ % Required Preferred

G.P.A.: _____ Required Preferred

Law Review: Required Preferred **Law Journal:** Required Preferred

Moot Court: Required Preferred **Mock Trial:** Required Preferred

Technical Background: Required Preferred

Foreign Language: Required Preferred _____
(please specify)

Undergraduate Degree: Required Preferred

- | | |
|---|---|
| <input type="checkbox"/> Engineering/Mathematics/Technology | <input type="checkbox"/> Social Studies/Sociology/Education |
| <input type="checkbox"/> Science/Natural Science | <input type="checkbox"/> Arts/Fine Arts |
| <input type="checkbox"/> Business/Accounting/Marketing | <input type="checkbox"/> Other Liberal Arts |
| <input type="checkbox"/> Communication/Journalism/English | <input type="checkbox"/> Law/Pre Law |
| <input type="checkbox"/> Foreign Language | |

Students should provide: Cover Letter Resume Transcript

Please indicate materials to be brought to interview:

Writing Sample Reference List Application Other _____

Please return form to:

Helena Rojas
Recruitment Coordinator
Office of Career Services
Belson Hall, RM 3-27
St. John's University School of Law
8000 Utopia Parkway
Jamaica, NY 11439
Tel: (718) 990-1390 Fax: (718) 990-1918

***If you wish to post a position with our office, for students or alumni, please contact the Office of Career Services at (718) 990-6614.**