



## RACHEL LEWIS LAWYER

Dayjob Ltd !@) Vyse Street  
666-666-6666  
noreply@resumetemplatecv.com

### SKILLS

Litigation

Risk Management

Investigating

Convincing

IT Literate

### LANGUAGE

English

German

French

### HOBBIES



## PROFILE

A bright, talented and ambitious lawyer who possesses a vast wealth of knowledge and has a proven record of providing indispensable advice to clients and delivering positive outcomes for them. A quick learner who can quickly absorb new situations and can communicate clearly and effectively with both legal professionals and members of the public. Constantly focused on resolving legal issues and always looking for ways to improve and evolve processes.

## EXPERIENCE

### ◆ LEGAL COMPETENCIES

#### Location

- Possessing the ability to convincingly present a case in court.
- Good knowledge of civil, criminal, public, bankruptcy and administrative law.
- Understanding of contracts, government regulations, intellectual property rights, patents etc.
- Experience of supporting vulnerable clients. Knowledge of effective file management procedures.

### ◆ PERSONAL

#### Location

- Ability to balance priorities and co-ordinate work effectively. Leadership skills. Excellent analytical skills.
- An aptitude for figures. Ability to stay calm under pressure. Can analyze large amounts of information.
- Good written and spoken communication skills. Client care skills. Sound judgment. Organized and efficient.

## EDUCATION

- ◆ EVESHAM NORTH UNIVERSITY  
BA (Hons) Teaching & Administration 2005-2008
- ◆ CONVENTRY NORTH SCHOOL  
Alevels: Math(C) English (C) Physics(B) 2003-2005