***PLEASE TYPE INFORMATION***

*Please do not scan this form to a pdf file or convert it in any way that will prohibit our staff members from cutting and pasting the information into our database.*

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| **Date:** |  | **Note**: Please indicate clearly if you submit any information that is not for publication, but is meant solely for the use of the Office of Career Services. |
| **Employer:** |  |
| **Contact Person:***Person to whom correspondence should be directed* |  |
| **Contact Title:** |  |
| **Contact Full Address:**  |  |
| **Contact Telephone:**  |  | Contact Fax: |  |
| **Contact E-mail:** |  |

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| **Position Type** | Desired class Level | **LL.M. Specialty** *(if applicable)* | **Practice Setting** |
| ❑ Legal: Full-time Permanent❑ Legal: Part-time❑ Legal: Contract/Temp❑ Legal: Fellowship❑ Legal: Summer Associate/Intern❑ Legal: Internship❑ Legal: Volunteer❑ Other (includes law-related and non-legal positions, among others): Full-time❑ Other (includes law-related and non-legal positions, among others): Part-time | ❑ Student❑ JD 1L❑ JD 2L❑ JD 3L❑ LL.M.❑ Alumnus/a | ❑ Taxation❑ Corporation Law❑ General Studies❑ International Legal Studies❑ International Taxation❑ Trade Regulation❑ NYU@NUS: Asian Business❑ NYU@NUS: Human Rights❑ NYU@NUS: Law & the Global Economy *NYU@NUS = NYU’s joint program with the National University of Singapore* | ❑ Law Firm❑ Corporation❑ Education❑ Government❑ Judicial❑ Non-Profit (e.g., Foundations, Trade & Professional Associations, Think Tanks, etc.)❑ Public Interest (e.g., Legal Aid/Legal Services, Policy/Advocacy Organizations, Public Defenders, etc.) |

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| **Job Title & Location:** |  |
| **Description of Position**:You may wish to include any of the following:* level of experience required (***please note that we do not post caps on the maximum number of years of experience a candidate may have***)
* other job-specific requirements (i.e., bar membership, foreign language skills, etc.)
* compensation
* employer description
* etc.
 |  |
| **Start Date:** |  | **Application Deadline**:  |  |
| **Salary Details / Volunteer** |  | **If Part-Time, Hours**: |  |

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| **Method of Contact**: | ❑ E-Mail | ❑ Mail | ❑ Fax | ❑ Phone |
| ❑ Other: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Materials to Send**: | ❑ Resume | ❑ Cover Letter | ❑ Unofficial Transcript | ❑ Writing Sample |
| ❑ Other: |  |

**Primary Areas of Practice** *(✓ all that apply)*:

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| --- | --- | --- |
| ❑ All Practice Areas❑ Administrative - Regulatory Law❑ Admiralty - Maritime Law❑ Advertising Law❑ Agricultural Law❑ Antitrust - Trade Regulation - Unfair Competition❑ Appellate Practice❑ Arbitration - Mediation - Alternative Dispute Resolution❑ Art Law❑ Asset/Investment Management❑ Aviation - Aerospace Law❑ Banking Law❑ Bankruptcy Law❑ Biotechnology Law❑ Children's - Juvenile Rights❑ Civil Litigation❑ Civil Rights❑ Communications - Media - Telecommunications Law❑ Compliance❑ Computer - Internet Law❑ Constitutional Law❑ Construction Law❑ Consumer Rights | ❑ Corporate - Finance - M&A❑ Criminal Law❑ Disability Rights❑ Education Law❑ Elder Law❑ Election - Campaign Law❑ Employee Benefits - ERISA❑ Energy - Oil & Gas Law❑ Entertainment Law❑ Environmental Law❑ Family - Matrimonial Law❑ First Amendment Law❑ Food and Drug Law❑ Gaming Law❑ General Practice❑ Government Contracts❑ Health Care Law❑ Housing - Landlord & Tenant Law❑ Human Rights Law❑ Immigration Law❑ Indians and Native Populations Law❑ Insurance Law❑ Intellectual Property - Copyright - Trademark - Patent Law❑ International Law❑ Labor - Employment Law | ❑ Legal Services❑ Legislation - Public Policy Law❑ Litigation - Business & Commercial❑ Mental Health Law❑ Military Law❑ Municipal Law❑ Occupational Safety and Health Law❑ Personal Injury - Negligence - Torts - Products Liability Law❑ Poverty Law❑ Professional Malpractice Law❑ Public Finance Law❑ Real Estate❑ Securities Law❑ Sports Law❑ Tax Law❑ Transportation Law❑ Trusts & Estates - Wills - Probate Law❑ Utilities Law❑ White Collar Crime❑ Women's Rights Law❑ Workers Compensation Law❑ Zoning - Planning - Land Use❑ Other - Not Specified |