

Sarah E. Lambert
417 Glynn Springs Drive
Williamsburg, Virginia 23188
selambert@email.wm.edu

March 15th, 2012

National LGBT Bar Association
1301 K Street, NW
Suite 1100 East Tower
Washington, D.C.
20005

Dear Sir or Madam:

My varied background may be of interest to you as you look for a summer intern who can multitask and work on many different areas of the law and business at once. I am a first year law student and a proud bisexual at William & Mary School of Law, and I am interested in interning for Prudential Financial, Inc. (Prudential). Enclosed are my resume, transcript, and reference list for your review.

The success of Prudential shows that smart business models can be ethical as well. It is not often that one has an opportunity to work for a company named by the Human Rights Campaign as one of the best places to work and I am eager to have that opportunity. It is also not often that companies have employee associations as diverse as theirs, including their Employee Association of Gay Men, Lesbians, and Transgenders (Eagles). To me, this demonstrates a level of commitment to the community and the wider diversity community that would make me proud to be a part of.

I am particularly adept at researching, writing, and interpersonal relations. At H3, I conducted multiple record searches to achieve accurate chains of title and property taxes for the purchase and sale of property. In law school, I have written legal memoranda, opinion letters, and conducted client interviews and legal research. Through the legal skills program, I have discovered that I communicate with clients well. I can bring this skill to serve you in office communications and any exchanges with potential clients or employees. This skill flows from my work as a camp counselor over the years and my previous retail experience. Counseling and retail requires being able to speak to people of all ages, and in many different ways; at any moment I needed to be an authority figure, a friend, or a team member. The skills that I have honed in law school served me well in my undergraduate program. For many of my upper-level economics classes I compiled data from multiple sources and, in an oral presentation and written report, evaluated the significance in international markets and public spending. I would enjoy bringing these skills to serve Prudential.

Thank you for your consideration and I would enjoy the opportunity to discuss my skills and abilities in an interview. I am available Monday afternoons, as well as Wednesdays at any time to come to Washington, D.C. to meet with you. I look forward to hearing from you.

Sincerely,

Sarah Lambert

Sarah E. Lambert
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(330) 714-3680
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EDUCATION

William & Mary Law School, Williamsburg, Virginia
J.D. Expected, May 2014
G.P.A.: 3.30

Honors: Law Foundation Scholarship

Activities: Public Service Fund, General Board Member
William & Mary Equality Alliance, Event Committee Member
William & Mary Women's Law Society

University of Akron, Akron, Ohio
B.A., Divisional Degree, Philosophy, Political Science, and Economics, May 2011
G.P.A.: 3.87

Honors: Dean's List 8 of 8 semesters
Outstanding Woman Student Award, 2010

Worked 15-30 hours per week in food service during the first year and 20-40 hours per week as a sales agent during the second year of college to help finance education.

EXPERIENCE

H3, LLC, Milton, West Virginia
Research Team Member Summer, 2011
Researched property status and history, including taxation history and deed transfers. Filed and organized reports on property, mineral rights, and contracts.

Woodmen of the World Youth Camp, Hurricane, West Virginia
Head Counselor Summers, 2009-2011

Counselor Summers, 2006-2008
Counsel and accompany 8 to 20 girls from the ages of 8 to 15 around campgrounds at an overnight coeducational camp. Taught assorted classes during the day, including "Nature" and "Fun Science."

Language skills include conversational American Sign Language

Interests include cooking, baking, and spelunking.

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REFERENCES

Michael Hoeft
1483 Johns Creek Road
Milton, West Virginia 25541
(304) 690-1013 (Cell)
(304) 743-3682 (Home)
michaelh@h3llc.biz
(Mr. Hoeft was the owner and director of H3, LLC)

Robert Plybon
1483 Johns Creek Road
Milton, West Virginia 25541
(304) 654-3962
robertp@h3llc.biz
(Mr. Plybon was my direct supervisor at H3, LLC)

Andrew Fox, Esquire
Assistant City Attorney
City of Norfolk
810 Union Street, Room 900
Norfolk, Virginia 23610
(757) 664-4222
andrew.fox@norfolk.gov
(Mr. Fox is my Legal Skills Instructor)



William & Mary School of Law

Unofficial Transcript

Note to Employers from Office of Career Services: Transcripts report GPAs to the nearest hundredth. ***For class rank purposes, however, official grade point averages are rounded to the nearest tenth.*** (For example, GPAs falling between 3.05 and 3.14 are rounded to 3.1.) It is therefore important you use official Law School GPAs rounded to the nearest tenth, not the GPA carried to hundredths on transcripts, when evaluating grades. Please also note that transcripts may not look the same; some individuals may have used our Law School template to provide their grades, while others may have used a version from the University's online system.

STUDENT INFORMATION

Name : Sarah E. Lambert

Curriculum Information

Current Program

Juris Doctor

College: School of Law

***Transcript type:WEB is NOT Official ***

Term: Fall 2011

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	
LAW	101	LW	Criminal Law	B+	4.000	13.20	
LAW	102	LW	Civil Procedure	B+	4.000	13.20	
LAW	107	LW	Torts	B+	4.000	13.20	
LAW	111	LW	Legal Skills I	P	2.000	0.00	

Term Totals (Law - First Professional)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	14.000	14.000	14.000	12.000	39.60	3.30
Cumulative:	14.000	14.000	14.000	12.000	39.60	3.30