

**COMMONWEALTH OF MASSACHUSETTS
SUPREME JUDICIAL COURT**

Law Clerk Application for Employment

INSTRUCTIONS:

ALL SECTIONS OF THIS APPLICATION MUST BE COMPLETED (except where optional is indicated) in order for you to be considered an applicant for employment.

Answer every question fully and accurately. Use the additional information section to complete an answer to any question or to provide any additional information that may be helpful to evaluating your application..

Applicants will be notified of the status of their applications by email. Be sure to provide an email address that is checked regularly. An offer of employment is contingent upon a criminal background check and other pre-employment requirements.

Name (Last) (First)		Are you 18 years of age or older? Yes No
Email Address		Primary telephone number
Home Address: (Street) (City) (State) (Zip Code)		

EDUCATION		
Law School (if more than one law school, use the additional information section)		
Name of School	Address of School	
J.D. received? Yes No	Graduation Date or Anticipated Graduation Date (mm/yyyy)	
Honors:		
Does school issue letter grades? Yes No	If yes, GPA	Class Standing (Optional. e.g., designate 9th in class as 9/300)
Class Rank (if applicable) Top 5% Top 10% Top 20% Top 25% Top 30% Top 50% Other		
Member of journal? Yes No	If yes, Name of Journal	Position
Student Bar Association or Other Student Organizations		

Undergraduate Education (if more than one undergraduate school, use the additional information section on page 4.)		
Name of School	Address of School	
Course of Study	Did you graduate? If yes, specify degree obtained Yes No	
Does school issue letter grades? Yes No	If yes, GPA	Honors awarded

Graduate School/Additional Education (if more than one graduate degree, use the additional school section on page 5.)		
Name of School	Address of School	
Course of Study	Did you graduate? If yes, specify degree obtained Yes No	

EMPLOYMENT List the most recent position first. You may include any verified work performed on a volunteer basis. If additional space is needed, use the additional information section on page 5.

Clerkships and Judicial Internships (Complete if applicable)		
Court	Judge	
Dates of service	Position	

Court	Judge	
Dates of service	Position	

Law Related Employment		
Name of Employer	Address (Street) (City) (State)	

Telephone Number	Dates Employed	Position
Supervisor		Title of Supervisor

Name of Employer		Address	
		(Street)	(City) (State)
Telephone Number	Dates Employed	Position	
Supervisor		Title of Supervisor	

Other Employment			
Name of Employer		Address	
		(Street)	(City) (State)
Telephone Number	Dates Employed	Position	
Supervisor		Title of Supervisor	

Name of Employer		Address	
		(Street)	(City) (State)
Telephone Number	Dates Employed	Position	
Supervisor		Title of Supervisor	

Do you now hold or are you presently a candidate for any Federal, State, County or Municipal elective office?	
Yes	No
If YES, explain:	
NOTE: Supreme Judicial Court Policies may require a court employee who becomes a candidate for, or holds elective office to request a leave of absence.	

Are you now, or have you ever been, employed by the Commonwealth of Massachusetts? If YES, please give name of Agency(s), position title(s) and dates of employment:	Yes	No
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Have you ever been fired by an employer?	Yes	No	If yes, please explain:
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ADDITIONAL INFORMATION Use the space below to complete answers to any of the education or employment questions above. If more space is needed, use the optional box on page 6.

Additional Law School Information

Name of School	Address of School
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J.D. received?	Transferred?
Yes No	Yes No

Honors:

Does school issue letter grades?	If yes, GPA	Class Standing (Optional. e.g., designate 9th in class as 9/300)
Yes No		

Class Rank (if applicable)
Top 5% Top 10% Top 20% Top 25% Top 30% Top 50% Other

Member of journal?	If yes, Name of Journal	Position
Yes No		

Student Bar Association or Other Student Organizations

Additional Undergraduate Education

Name of School	Address of School
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Course of Study	Did you graduate? If yes, specify degree obtained
	Yes No

Does school issue letter grades?	If yes, GPA	Honors awarded
Yes No		

Additional Graduate Education	
Name of School	Address of School
Course of Study	Did you graduate? If yes, specify degree obtained Yes No

Name of School	Address of School
Course of Study	Did you graduate? If yes, specify degree obtained Yes No

Additional Employment Information		
Name of Employer		Address (Street) (City) (State)
Telephone Number	Dates Employed	Position
Supervisor		Title of Supervisor

Name of Employer		Address (Street) (City) (State)
Telephone Number	Dates Employed	Position
Supervisor		Title of Supervisor

Name of Employer		Address (Street) (City) (State)
Telephone Number	Dates Employed	Position
Supervisor		Title of Supervisor

Name of Employer		Address	
		(Street)	(City) (State)
Telephone Number	Dates Employed	Position	
Supervisor		Title of Supervisor	
<p>OPTIONAL Providing the following information is optional. The information will be used for internal fair employment purposes only. Please check all that apply:</p> <p>1. Race: American Indian/Alaskan Native Asian/Pacific Islander Black Cape Verdean Hispanic White Mixed Other</p> <p>2. Sex: Male Female</p> <p>3. Are you a Veteran of the United States Armed Forces? YES NO Date of Discharge</p>			
<p>OPTIONAL Use the space below to complete any answers to a question asked above and to include any additional information you feel might favorably affect consideration of your application.</p>			

