

MARY B. STEVENS
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EDUCATION

Seton Hall University School of Law, Newark, NJ
Juris Doctor, expected May 2007
G.P.A.: 3.07
Class Rank: 26 out of 75
Activities: SBA Representative

Montclair State University, Montclair, NJ
Bachelor of Arts in Psychology, May 1999
G.P.A.: 3.649
Honors: Dean's List (1995-1999)

EXPERIENCE

FRANK & YORK LLC, Newark, NJ
Summer Associate, Summer 2005
Researched developing issues in immigration law. Interviewed clients and drafted applications for naturalization, permanent residence and adjustment of status. Drafted briefs and motions to terminate deportation proceedings, to reopen cases and to change venue.

PRISONER'S SELF-HELP LEGAL CLINIC, Newark, NJ
Volunteer, September 2003 – May 2004
Wrote case analysis for clinic's newsletter *The Bridge*. Aided prisoner's litigation through written correspondence to incarcerated plaintiffs. Researched federal and state habeas corpus issues.

GOLDMAN SACHS, & CO. New York, NY
Associate, Dec. 2000 – May 2003
Developed and managed \$450MM Enterprise Technology global budget.
Partnered with developers to create web-based tool to capture and report divisional budgetary information. Re-engineered reporting book for review of Enterprise Technology expense trends.

LUCENT TECHNOLOGIES, Warren, New Jersey
Financial Analyst-Service Provider Networks, Sept. 1999- Dec.2000
Managed the Global Bid and Proposal process. Provided customer team support by serving as financial liaison to the Sales Teams, Customer Teams, Corporate Finance Organization, Treasury Department, and Legal Department. Led project to develop an on-line proposal/contract tracking mechanism.

INTERESTS

Gourmet cooking, parasailing and sketching.