

MICHAEL T. FISCHER

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OBJECTIVE

Position as a congressional field representative. Offering creative and critical thinking skills, communication and research abilities, and a dedication to quality government

EDUCATION

MARQUETTE UNIVERSITY Milwaukee, WI
Bachelor of Arts Degree in History and Political Science, , May 20xx
Les Aspin Center for Government-one semester
Phillipps Universitat, Marburg, Germany – one semester
Fluent in written and spoken German

RELATED EXPERIENCE

- Fall, 20xx **THE OFFICE OF US CONGRESSMAN TOM BARRET-Intern, Washington, D.C.**
- Aided legislative staff with office operations and logistical needs
 - Prepared media articles and assisted in the development of the district newsletter
 - Researched, wrote, and assisted with the management of constituent mail
 - Attended informational meetings regarding legislative developments
- Summer, 20xx **MAYOR'S OFFICE – Constituent Relations Intern, Milwaukee, WI**
- Answered constituents' questions and concerns and represented the Mayor on issue-related calls
 - Drafted correspondence and proclamations
 - Researched issues via library and Internet resources
- Summer 20xx **JANUS, HARRINGTON AND JONES LAW OFFICE – Legal Assistant, Milwaukee, WI**
- Assisted attorneys with legal research
 - Assisted with the construction of motions, responses and other aspects of court cases
 - Aided in organizing and developing materials for client files; drafted and typed correspondence
- Campaign Volunteer – Barret for Governor 2002 and Norquist for Mayor 2000**
- Canvassed neighborhoods, distributed literature, and provided clerical support
- Fall/Spring 20xx **THE MARQUETTE TRIBUNE – Political and Special Projects Editor**
- Worked extensively in major and minor part coverage for state and national elections
 - Informed readers of the social and economic relations Marquette University carries on with the surrounding communities

OTHER EXPERIENCE

- 20xx-20xx **Marquette Card Services – Student Manager, Milwaukee, WI**
- Hired, scheduled, trained and evaluated performance of student staff
 - Worked with administrators to expand and improve upon services
- Summers 19xx-20xx **Lincoln Park Golf Course – Maintenance and Caddy**

COMPUTER SKILLS Experience with Quorum, Quick Response, Legislative Information System, MS Office

HONORS/ACTIVITIES

- National Jesuit Honor Society, Alpha Sigma Nu
- Volunteer, Milwaukee Public Museum
- Team Leader, MU Community Service projects
- Phi Alpha Theta (History Honor Society), Officer
- MU Student Government Elections Commission
- Volunteer, Lisbon Area Neighborhood Development