

Justin Man  
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### **Skill Summary**

- Experienced in computer organizational programs (Microsoft Office, Google Office, and Adobe Acrobat).
- Easy to interact with others
- Great team player and team leader when needed
- Able to listen actively and act swiftly
- Proficient in responding to a wide range of personalities and behaviors
- Capable of organizing events and activities among peers and mentors
- Always eager to make adjustments and learn more accordingly to the position
- Approaches scenarios with great optimism
- An ambitious individual with great positivity and passion in interacting with people

### **Education**

**University of British Columbia (UBC)**

**September 2015- Present**

Bachelor of Arts in Sociology

### **Experience**

**Westside YMCA, Los Angeles, CA**

**Youth Basketball Coach**

**June 2013-August 2015**

- Teach middle school kids basketball fundamentals
- Mentor middle school kids the principles of trustworthiness, fairness, care, responsibility, citizenship, and respect
- Help host and conduct community fundraisers for the YMCA Branch

**Culver City YMCA, Los Angeles, CA**

**June 2016- August 2016;**

**Summer Day Camp Counselor**

**June 2017- August 2017**

- Supervise elementary and middle school children during summer break
- Formulate a day-by-day schedule filled with games and activities

**Yogurtland Century City**

**Sales Associate**

**May 2018- August 2018**

- Prepare frozen yogurt, candy, fruit, and chocolate toppings for customers
- Operate as a cashier
- Manage money and other finances

### **Internship**

**Law Offices of Joel C. Korey**

**May 2016- August 2017;**

**Intern Law Clerk**

**May 2017- August 2017**

- Transcribe witness statements and in-trial testimonies
- File and organize evidence documents for criminal cases
- Format exhibits for trials
- Formulate defense strategies for criminal cases

**Lee & Associates West Los Angeles**

**Assistant for Michael Ma**

**July 2018- August 2018**

- Formulate abstracts of lease agreements between landlords and tenants of commercial estates
- Scout and observe potential spaces for rent across Los Angeles
- Create financial spreadsheets consisting of a yearly financial breakdown for tenants.

### **Extra Curricular Activities**

**Santa Monica High School, Santa Monica, California**

**Mock Trial Team****September 2012- June 2015**

- Performed Lawyer and Witness roles
- Participated in the Los Angeles Courthouse in the Constitutional Rights Foundation's Mock Trial Competition.  
(CRF)
- Contributed to a State Top 25 Mock Trial team in 2014.
- Placed State Top 100 within the Constitutional Rights Foundation's Mock Trial Brief Competition.
- Help prepare the 2015 Mock Trial team for the following season.

**References**

- Available upon request