

"BE CAREER READY IN 3-12 MONTHS!"

www.RobertsonCollege.com

Welcome to a Career in Law

They say that if you love what you do, you will never have to work another day in your life. That statement could not be any truer for Jenni-Lynn Toews. When she was asked why she wanted a career as a Legal Administrative Assistant she said that it was because of her love of the law.

Jenni-Lynn Toews is a recent graduate of the Legal Administrative Assistant program at Robertson College and is now enjoying her new job at Mercier Dueck which she found shortly after graduation. Jenni-Lynn states, "I found employment one week after graduating. It was not hard at all. I handed out one resume and got that job." This type of scenario is not uncommon for graduates. Jordan Fuchs of Robertson College states, "We have several law firms contacting us looking for graduates. There is a shortage right now of qualified workers to fill these positions."

When Jenni-Lynn was asked what job duties she performs on a daily basis she said, "Preparation of legal documents, filing, letters, and general office duties. Robertson College definitely prepared me for the duties I now know how to do." Jenni-Lynn said that her favorite part of the career is working alongside a lawyer on a daily basis.

Last fall when Jenni-Lynn was looking for her career training, she took the time to find the program that was right for her. "I researched all of the colleges that offered the Legal Administrative Assistant course first and then I



looked at location, times, course length, and fees" said Jenni-Lynn. When asked why she chose Robertson College, she responded, "I chose Robertson College because they were the most convenient for me. They were very willing to accommodate me in any way I needed. My experience at Robertson College was excellent. The staff is great. They were always willing to help me out in any way possible. My instructor was amazing and always willing to put in a little extra where needed."

After reflecting on her time at Robertson

College she would definitely recommend this career choice to anyone who is interested in it. Jenni-Lynn said to be successful in this career, "Some of the characteristics you need to possess are organizational skills; enjoy working with the public, friendly, and polite."

Robertson College's next Legal Administrative Assistant program begins in September 2008 and students will be career ready by the end of April 2009. Interested individuals should contact Robertson College at 943-5661 or visit www.RobertsonCollege.com.

Stuck in a Rut?

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