

## **On-Site Interview Opportunity with Bergmann & Moore, LLC for Graduating Students on March 17, 2020**

My name is Ava Wilt and I'm the HR Director at [Bergmann & Moore](#). My colleague and I will be on-site at Dickinson on Tuesday, March 17, 2020 to conduct interviews with interested students for potential employment opportunities as a case manager.

Bergmann & Moore has grown to become one of the largest law firms in the country focusing solely on Veterans' disability benefit claim appeals. We have helped thousands of Veterans and their families in all 50 states and around the world successfully navigate the complicated claims process at the U.S. Department of Veterans Affairs (VA).

Over the years we have hired several Dickinson graduates and have found them to be great employees. I wanted to reach out to you directly to see if you know of any recent grads, or May 2020 grads, that might be looking for work. Here is a sample job ad we have used in the past.

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**Interested candidates should send resume (with GPA) and cover letter, explaining why your skills and experience are suitable for this position.**

Bethesda, Maryland based law firm, specializing in Veterans Law, is seeking a full-time Case Manager to join our team. Candidate will manage a caseload and be responsible for handling the day-to-day tasks of each case. Specific responsibilities include research, drafting legal correspondences, conducting extensive file reviews, and maintaining contact with clients. 40+ hour weeks are not uncommon, but hard work and dedication are noticed and rewarded.

Required Qualifications/Skills:

- A Bachelor's degree (although graduates with Master's or Law degrees are welcome)
- Superior organizational skills and keen attention to detail
- Strong written and verbal skills
- Ability to meet deadlines in a fast-paced, deadline-driven environment
- Professional Demeanor
- Customer service support
- Not required, but desirable: Spanish-speaking skills

Sincerely,  
Ava

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