

Mathew J. Kelly

EDUCATION

Georgetown University School of Law, Executive LL.M in Taxation, Washington, DC

Candidate for LL.M in Taxation. Entering Class of 2017.

Western New England University School of Law, Springfield, MA

Juris Doctor. 2013- 2016

Honors: Recipient, Merit Scholarship.

Activities: Student Bar Assoc. Vice President. Member, Health Law and Environmental Law Associations

University of Massachusetts, Amherst, Amherst, MA

Bachelor of Arts in Political Science, May 2012

Honors: Pi Sigma Alpha Political Science Honor Society.

LEGAL EXPERIENCE

UTC Aerospace, Jan 2016 – June 2016

Contracts Department, Intern.

- Administer and analyze military contract requirements and customer purchase orders and requests for proposals, including both FAR 12 & FAR 15; analyze schedules, pricing, terms and conditions, FAR/DFAR, TINA applicability and other contract provisions. Maintain and update contract files.
- Make proactive recommendations for contract changes for programs or projects of high scope and complexity. Focuses attention and activity on contract risk. Ensures contract provisions are clear and conform to company policies.
- Ensures compliance with Federal, State and industry regulations; establishes processes for adherence to requirements and implements appropriate actions.
- Monitors contract performance by determining the need for amendments or extensions to the contract. Determines when customer directed changes are out-of-scope.

RisCassi & Davis, P.C., Hartford, CT., Summer 2015

Law Clerk.

- Drafting complaints on behalf of personal injury plaintiffs; particularly in the areas of premises liability, medical malpractice, automobile collisions, dram shop liability and social host liability.
- Conducting thorough discovery by visiting and photographing a scene, drafting and responding to interrogatories, participating in witness interviews and depositions, and researching business organizations and expert witnesses' backgrounds.
- Analyzed and synthesized for litigation medical, financial and complex business records and documents.
- Drafted Motions in Opposition to Motions for Summary Judgment, briefs for the court, memorandums for supervising attorneys, discovery requests and other filings for both State and Federal Courts.

Hampden County District Attorney's Office. Fall 2015

Student Attorney - Criminal Law Clinic, Western New England University School of Law.

- Acting Student Prosecutor for the Commonwealth of Massachusetts in the Springfield District Court.
- Tried cases and pretrial motions; argued bails; conducted investigation, legal research and plea negotiations.
- Successfully argued against a motion to suppress evidence.
- Successfully negotiated defendant to enter into a plea after analyzing the facts of the case, weighing evidentiary issues and honoring the wishes of the victim.
- Successfully negotiated a guilty plea for negligent operation and operation under the influence.

Massachusetts Housing Court, Western Division, Jan 1, 2015 – May, 2015

Judicial Externship, Honorable Judge Robert Fields, Associate Justice Mass. Housing Court.

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- Conducted extensive legal research on matters the Judge would take under advisement.
- Drafted decisions and memorandums for the court particularly in matters of foreclosure and landlord tenant disputes. Primarily gathered information through audio recording of prior cases and reviewing discovery.
- Helped achieve equitable outcomes while promoting judicial economy, though actively participated in mediations.

LexisNexis 2014 – 2016

Student Representative.

Provided research assistance to students and faculty at Western New England University School of Law on the LexisNexis® legal research platform. Successfully taught and demonstrated legal research to both inexperienced researchers and experienced researchers.

ADDITIONAL EXPERIENCE

Volunteer Income Tax Assistance (VITA), 2016.

Provide income tax filing assistance to mid to low-income individuals and families. Ensured families, disabled persons, veterans and non-English speaking persons take advantage of all of the tax credits available to them. Certified Volunteer by the IRS.

ABA Tax Challenge, J.D. Team. 2015

The Law Student Tax Challenge asks two-person teams of students to solve a cutting-edge and complex business problem that might arise in everyday tax practice.

Volunteer Big Brothers, Big Sisters Program and Volunteer Coach Youth Sports 2007-2010.

Providing a positive presence in the life of a child who lacks positive influences. Provides a unique opportunity for a child to interact with an adult figure other than an authority figure in a safe and positive environment.