



---

Gilliam IP is an intellectual property law firm that provides counsel to a variety of companies including Halliburton, Marvell, Veracode and Palo Alto Networks. We provide our clients with a variety of intellectual property legal services related to managing patent portfolios that include domestic and foreign assets. We began our internship program the Summer of 2018 to provide a high school student the opportunity to be exposed to a field at the intersection of technology and law.

We are seeking a motivated Summer intern with a passion for technology, a willingness to learn, and a good work ethic. The ideal intern for this environment will be enthusiastic and self-directed.

### **Expected Intern Duties and Responsibilities**

- Update internal firm website including wiki
- Provide analysis of technical fields for document tagging
- Proofing legal documents
- Data Entry
- May perform additional projects upon request

### **Requirements**

- Junior/Senior in high school
- Interest in Tech field and/or legal field
- Basic knowledge of Microsoft Word and Excel and web page structure
- Any previous job not in an office
- Reliable transportation

### **Benefits**

- Gain hands-on experience in an office environment
- Shadowing, mentoring, and training opportunities with knowledgeable professionals
- Flexible schedule for students (20-25 hours/week)
- Compensation available (\$15/hour)

Interested parties should send resumes to [jhuerta@gilliamip.com](mailto:jhuerta@gilliamip.com) no later than Friday, May 1, 2020.

Kind regards,  
Judy

Judy Huerta  
Paralegal  
Gilliam IP  
P: 512.827.3472  
F: 512.670.8904