



# JULIE ANNA MORSTEIN

## PROFESSIONAL SCOPIST

### OBJECTIVE

To provide accurate, timely, and professional scoping services to busy court reporters.

### EDUCATION

Internet Scoping School  
2019-2020

University of Montana – Western  
1988-1991  
Associate Degree in Business/Information Technology

Montana State University  
1987-1988  
Accounting curriculum

### EXPERIENCE

#### **PROFESSIONAL SCOPIST – SELF EMPLOYED**

*August 2020 to present*

Provide Case CATalyst scoping services to court reporters in an accurate, timely, professional manner at a competitive page rate.

#### **MOORE, COCKRELL, GOICOECHEA & JOHNSON - PARALEGAL**

*2003-2018*

Provided daily paralegal support to medical malpractice attorney through the management of client files; drafting, editing, and filing legal pleadings; assisting in hearing and trial preparation; and doing online research.

#### **HAMMER, HEWITT & SANDLER – LEGAL ASSISTANT/PARALEGAL**

*2001-2003*

Provided daily support in the areas of transcription, client scheduling, file management, and preparation, editing, and filing of legal documents.

#### **GLACIER INSURANCE & FINANCIAL STRATEGIES – AGENT/PERSONAL LINES PRODUCER**

*1993-2001*

Underwrote and managed a large personal lines book of business. Provided customer service for book of business.

## CONTACT

@ jamorstein@gmail.com

📞 (406) 249-4065

🌐 morsteinscoping.com

- *Case CATalyst*
- *Grammar and Punctuation*
- *Medical and Legal Terminology*
- *Steno Notereading*
- *Research*