

# Madelyn Kline

Vermillion, SD | madelyn.kline@coyotes.usd.edu | (605) 461-8205

## EDUCATION

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**University of South Dakota Knudson School of Law** **Vermillion, South Dakota**  
*Juris Doctor Candidate | GPA 89.452 | Rank 13/77* *May 2024*

- **Women in Law Board Member**
- **Criminal Law Member**
- **Wellness Advocacy Program Member**

**South Dakota State University** **Brookings, South Dakota**  
*Bachelor of Science in Business Economics | Minors in Accounting and Human Resources | GPA:3.878* *May 2021*

- **Economics Club Vice President**
- **Volunteer Income Tax Assistance Program Member**
- **Dykhouse Program Webinar Series in Macroeconomic Policy Moderator**

## WORK EXPERIENCE

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**Minnehaha County Public Defender's Office** **Sioux Falls, South Dakota**  
*Legal Intern* *May 2022 – August 2022*

- Visited and shared client discovery information at the Minnehaha County Jail and Courthouse.
- Researched complex legal issues in Criminal Law.
- Wrote legal argument briefs for motions to sever and suppress.
- Reviewed and transcribed police bodycam footage.

**Daktronics** **Brookings, South Dakota**  
*Accounting Student* *October 2019 - May 2021*

- Worked in Accounts Receivable, Accounts Payable, and Cost Accounting.
- Completed and applied credits through part returns, canceled lines, and customer/employee requests.
- Charged and refunded credit cards, along with receipted daily check lockboxes and ACH payments.
- Conducted daily, weekly, monthly, and quarterly freight analyses' and accruals.
- Reconciled Canada GL accounts and completed journal entries.
- Completed and sent out tax form 1099's to independent contractors, directors, vendors, and suppliers.

**Splash Central Waterpark** **Huron, South Dakota**  
*Front Desk and Concessions Manager* *May 2017 - August 2019*

- Receipted and completed reports on multiple tills opening and closing.
- Collected inventory, and placed merchandise and concessions orders.
- Oversaw daily operations to make sure the park was running smoothly.

## LEADERSHIP AND VOLUNTEER EXPERIENCE

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- Junior and Senior Counselor at South Dakota Farmers Union State and District camps.
  - Volunteer for Meals on Wheels, Feeding Brookings, and Feeding South Dakota.
  - Volunteer at Salvation Army's Share the Warmth event, packing and delivering winter clothes for the community.

## SKILLS & INTERESTS

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**Computer:** Profound in Word, Excel, PowerPoint, Glovia Software, and Case Management.

**Personal:** Quick and adaptable learner, reliable, dedicated, and hardworking.

**Communication:** Excellent written and verbal communication skills.

**Interests:** Reading fiction, listening to podcasts, and walking and playing with my dog Milo.

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Kline, Madelyn