

**Atkins Legal Services, P.C**

P.O Box 1125  
Crossville, TN 38557  
(931) 510-1205 Phone  
(931) 707-1408 Fax  
jack@tnconstructionlaw.net

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**April 21, 2015**

Mr. David Rutherford  
City of Crossville Manager  
392 N. Main Street  
Crossville, TN 38555

Re: Position of Alternate Administrative Hearing Officer

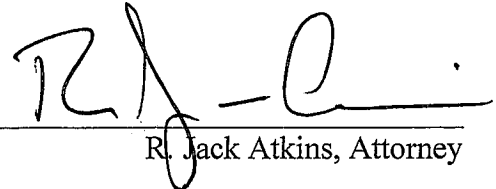
Dear Mr. Rutherford:

I am interested in the position of Alternate Administrative Hearing Officer in the City of Crossville.

My law practice is primarily related to construction issues, including codes. I have litigation experience in this area and I have taught continuing education courses for building codes officials, engineers, architects and builders. My full resume is attached.

Thank you for your consideration.

ATKINS LEGAL SERVICES, P.C.



R. Jack Atkins, Attorney

**R. Jack Atkins**  
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**Experience:**      **Attorney at Law**  
                         **Atkins Legal Service, P.C.**  
                         **Crossville, TN**  
                         **2008 to present**

**Represent clients in litigation, mediation and arbitration of construction, business and real estate matters**

**Conduct mediation and arbitration of construction, business and family disputes**

**Licensed General Contractor**  
**Premier Homes of Crossville, Inc.**  
**Crossville, TN**  
**1990 – 2008**

**Built over 200 residential projects (new homes, remodels and additions)**

**Developed 3 residential communities with over 130 home sites**

**Attorney at Law**  
**Private Practice**  
**Crossville, TN**  
**1984 – 1990**

**General practice of law representing clients in domestic relations, criminal defense, real estate and business matters**

**Education:**

**Doctorate of Jurisprudence**  
**University of Tennessee, Knoxville, 1984**

**Bachelor of Science in Business Administration**  
**University of Tennessee, Knoxville, 1984**

**High School Diploma**  
**Cumberland County High School, 1977**

**Teaching:**

**Certified Instructor for Lorman Education Services**  
**Presented Seminars to Builders, Architects, Engineers and Building**  
**Code Officials on *Tennessee Building Codes*, 2014**

**Approved Instructor for Tennessee Engineers Continuing Education**  
**Classes**  
**Presented Seminars to Builders, Architects, Engineers and Building**  
**Code Officials on *Tennessee Construction Law*, 2014, 2015**

**Presented Seminars sponsored by local Home Builder Associations on**  
***Tennessee Construction Law*, 2007, 2008, 2009, 2011**

**Recognition:**

**Certified Graduate Builder, Designated by National Association of**  
**Home Builders**

**Graduate Master Builder, Designated by National Association of**  
**Home Builders**

**President of Home Builders Association of Cumberland County, TN,**  
**2002**

**References Available Upon Request**

**April, 2015**