

ROBERT SMITH

Assistant Attorney General/Co-ordinator

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Dynamic, results-oriented legal professional with an extensive track record of translating departmental goals into business results in commercial real estate, service and manufacturing environments.

SEPTEMBER 2005 - JUNE 2008

ASSISTANT ATTORNEY GENERAL/CO-ORDINATOR - ABC CORPORATION

- Analyzed issues involving sufficiency of the evidence, statutory construction, constitutional issues pertaining to search and seizure, double jeopardy.
- Arguments implicating the rules of evidence such as hearsay, relevancy, and character evidence.
- Extensively reviewed trial court records and exhibits to formulate arguments on appeal.
- Clearly, concisely, and persuasively written appellate briefs, motions, and writs for submission to the appellate courts.
- Developed expert proficiency in legal research using to research constitutional law, case law, statutes, procedural rules.
- Presented oral argument before the Supreme Court.
- Counsel-of-record in seventeen published appellate court opinions (citations available).

2000 - 2005

ASSISTANT ATTORNEY GENERAL - ILLINOIS ATTORNEY GENERAL'S OFFICE

- Represented the Illinois Department of Healthcare and Family Services on all phases of legal representation including litigation, motion practice, legal researching, and legal counseling.
- Reviewed and interpreted contracts to determine legal claims and remedies for the Department.
- Participated in numerous trials, evidentiary hearings and pretrial conferences.
- Managed cases both independently and directly with the supervising attorney through client communications, legally persuasive motions and responses, and recommendations for legal resolutions.
- Assisted in training newly hired attorneys on courtroom policies and procedures as well as providing guidance when necessary.
- Negotiated terms of court orders and discovery compliance with opposing counsels.
- Analyzed complex financial discovery via subpoena responses, accounting and personal and business tax returns..

EDUCATION

JD - August 2001(Lewis & Clark Law School - Portland, OR)

SKILLS

Communication Skills, MS-Excel.