

Objective

Insightful, decisive and results-driven Counsel. Exceptional analytical ability. Superior multi-tasking and project management skills. Clear and persuasive communicator, both orally and in writing. Outstanding leader and facilitator. Proven aptitude for devising and implementing legal and business strategies. Highly respected by executives, colleagues, and staff.

Skills

Research Writing, Management, and Communication, Problem Solving, Professionalism, Collaboration, Advocacy, Multi-tasking.

Work Experience

Counsel - Part Time

ABC Corporation - 2003 – 2004

- Manage attorneys, paralegals, and administrative staff responsible for legal support on all investment activities, including real estate.
- Responsible for overseeing outside counsel and related costs on various matters, including litigation.
- Accountable to Deputy General Counsel and senior executive leadership.
- Member of Corporate Practice Group Leadership Team.
- Provide strategic vision for the team and strategic input to executive leaders.
- Significant Transactions Advice with respect to investments in, and workouts related to, private equity and debt, public debt, and alternative structures.
- Includes seed capital, equity and hedge funds, venture capital, derivatives, distressed debt purchases, and sales, and structured finance investments such as synthetic and funded CLOs/CDOs.

Counsel

ABC Corporation - 1998 – 2003

- Participate in negotiations and contract to draft as requested.
- Assist in the prevention of disputes and litigation by proactive, early involvement and mediation in business transactions; manage disputes and related litigation.
- Advise Supply Chain management teams on drafting and updating purchase orders, terms and conditions, supply agreements and related documents.
- Partner with Enterprise Contracts, Strategic Sourcing, Global Business Services, IT and other stakeholders to ensure agreements are consistent with internal corporate policies, processes, and initiatives around risk management and cost reduction.
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Education

Bachelors of Science - 2004(American College of Investment Counsel)