

Objective

Contract Attorney with a comprehensive, diverse experience in complex commercial litigation and appeals in federal and state courts nationwide, and counseling businesses in employment matters, fiduciary duties, and contractual issues. Extensive legal background, with over Fourteen years of administrative /clerical experience. Detail oriented, with the ability to manage general office duties, maintain files and correspondence. Pleasant personality, familiar with clients, attorneys, court officers, law enforcement community, and witnesses. Exceptional problem-solving and communication skills.

Skills

Commercial Contracts, Business Torts, Uniform Commercial Code, Consumer Fraud, Employment Matters And Non-Competes, Trade Secrets, Copyright, Public Contracts, And Procurement.

Work Experience

Contract Attorney

ABC Corporation - 2009 – Present

- Preparing legal memorandums based on the analysis of questions, federal court and administrative action decisions, process, and procedures.
- Drafting letters, pleadings, court forms, and discovery, receiving and analyzing defense motions.
- Researching pertinent legal issues and preparing motions to be filed in federal court and administrative process forum.
- Directing and coordinating law office activities including to report our management control indicators, contingencies, risks, projects, policies, procedures to the senior partner to ensure the organization of the law firm.
- Handling transactional and litigation cases of international affairs, tax law, contracts, foreign trade, business organization, and corporate formation.
- Analyzing legal affidavits for similarities and differences in a case, reviewing for completeness.
- Effectively managing highly stressful situations involving life-changing events for clients.

Associate Attorney

ABC Corporation - 2005 – 2009

- Advised businesses on various contracts, including employment agreements, arbitration, settlement, insurance policies and other agreements in conjunction with litigation.
- Successfully defended seller of nationwide derivatives trading businesses in action asserting claims in excess of \$20 million for fraud, breach of contract, partnership and fiduciary duties.
- Represented seller of businesses in action asserting copyright and trade secret claims, fraud, breach of employment contracts, breach of partnership and breach of fiduciary duties.
- Managed and developed intellectual property claims and defenses, expert witness advice and testimony.
- Prepared successful motion for summary judgment resulting in dismissal of certain claims, and prepared case for trial.
- Successfully defended nationwide automotive tooling manufacturer in patent arbitration asserting claims of infringement of digital imaging technology, resulting in judgment in arbitration invalidating the patent on grounds of obviousness.

- This is Dummy Description data, Replace with job description relevant to your current role. In case if you dont need it you can delete it.

Education

J.D. - 2004 (The University Of Chicago Law School - Chicago, IL)B.A. in English Literature -
(The University Of Chicago Law School Roundtable, Northwestern University - Evanston, IL)