# **Legal Counsel**

# ROBERT SMITH

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# **Objective**

Law Clerk with legal experience in providing legal assistance on intellectual property law, contract management, and business law including corporate policies and procedures.

### Skills

Contract Negotiation, Drafting, Review, Preventative Counseling.

# **Work Experience**

### **Legal Counsel**

#### ABC Corporation - July 2001 - July 2014

- Drafted memoranda explaining decisions and analysis of recent legal developments.
- Negotiated and drafted collective bargaining agreements on behalf of the Board with several unions including teachers federation and civil service employees association.
- Served as legal advisor to the Superintendent of Schools.
- Represented management in mediations, arbitration hearings and grievances pertaining to employment matters.
- Litigated state employment discrimination complaints.
- Provided in-house training to administrators on compliance and legal developments.
- Conducted internal investigations regarding misconduct.

## **Legal Counsel**

#### **ABC Corporation** - 2000 - 2001

- Outside legal counsel of start-up manufacturer and seller of neutraceuticals.
- Provide general business and legal advice related to business expansion and development, including the negotiating and drafting of employment, sales associate, nondisclosure/compete, joint venture, web development and litigation settlement agreements.
- I assisted in the formation and start-up of these two related businesses, Axiom Foods engaged in wholesale and Growing Naturals involved in retail manufacture and sale of brown rice protein powders and drinks.
- Assisted with the companies development plans, drafted the initial agreements with vendors, sales personnel, storage facilities and clients.
- Was an integral part of the development of the companies.
- Skills Used I was an integral part of the companies inception and my previous roles as General Counsel allowed me to see both the business and legal side of the issues a start-up company faces
- This is Dummy Description data, Replace with job description relevant to your current role.

## **Education**

Juris Doctor in Law - (Pace University School of Law - White Plains, NY)