

Robert Smith

Associate General Counsel/Director

Phone (123) 456 78 99

Email: info@qwikresume.com

Website : www.qwikresume.com

LinkedIn: [linkedin.com/qwikresume](https://www.linkedin.com/qwikresume)

Address: 1737 Marshville Road, Alabama

SUMMARY

Seasoned Associate General Counsel/Director expert at accelerating sales transactions. Adept in anticipating and defending against risk and ensuring legal compliance. Strategic executive acumen to ensure solid legal advice and assessment to protect business and legal interests. Delivers excellence in business operations to drive and achieve profitability and growth.

SKILLS

Licensing, Intellectual Property, Corporate Governance, Contract Negotiation, Risk Management, Mergers & Acquisitions

WORK EXPERIENCE

Associate General Counsel/Director

ABC Corporation - July 2008 – June 2012

- Led strategic legal initiatives, including public securities and M&A transactions.
- Negotiated software and intellectual property agreements.
- Implemented company policies for a newly public company, including a code of conduct and insider trading policies.
- Prepared the company for its \$100 million initial public offerings and oversaw the IPO and post-IPO legal activities.
- Negotiated fixed fee arrangements with IPO-related vendors resulting in \$500K savings.
- Led and closed the legal elements of M&A transactions in acquiring three companies.
- Implemented a patent program that resulted in a 3x increase in quality patent applications.

Associate General Counsel

ABC Corporation - 2007 – 2008

- Served as lead in-house counsel at the largest Caterpillar equipment dealer in the U.S.
- Monitored outside counsel (regarding trademarks, litigation, collections, immigration, and real estate cases) and supervised in-house collections attorneys and paralegals.
- Advised the CFO, SVPs, and sales personnel regarding contract interpretation, risk management, and general corporate matters.
- Handled numerous special projects (including joint ventures, various international deals, a large real estate development deal, trademarks, and CEO special projects).
- Drafted, reviewed, negotiated, and maintained company contracts, AIA contracts, purchase orders, bids, master leases, and sales/service agreements.
- Provided basic contract training to warehouse personnel.
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

J.D. in Law - 2005 (BRIGHAM YOUNG UNIVERSITY LAW SCHOOL)