

ROBERT SMITH

Sr. Legal Consultant

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SUMMARY

Turns problems into possibilities Strong leader who builds teams Exceptional group and interpersonal communicator.

SKILLS

Analytical Skills, Communication Skills.

WORK EXPERIENCE

Sr. Legal Consultant

Self - January 2012 – 2020

- Conducted preparation for trial in civil and criminal matters, including motion practice, witness preparation, and depositions.
- Communicated with other necessary parties and counsel in ongoing litigation.
- Collected and organized information for discovery and trial.
- Able to aid other colleagues with their private practices to zealously advocate for their clients interests.
- Gained valuable experience in the management of a full-time legal office, and its many complexities and concerns.
- Able to master time management and determine how to prioritize pending tasks.
- Negotiated sponsorship agreements.

Legal Consultant

ABC Corporation - 2007 – 2012

- Drafted and analyzed various legal and financial documents for litigation and non-litigation such as sale and purchase agreements, license agreements, partnership deeds, merger agreements, power of attorneys, indemnity bonds, affidavit, plaint, written statement and such other legal documents.
- Consulting with clients from various industries and case presentation in High court.
- Researched and analyzed precedents, provisions and acts pertaining to the cases.
- Constructed leave-license agreements, employee restrictive covenants contracts and non-disclosure agreements for the client companies and created notices and replies regarding dues receivable and payable.
- Efficiently communicated with Solicitors of the client companies regarding cases filed by and against the company.
- Trained interns and collaborated with colleagues..
- This is Dummy Description data, Replace with job description relevant to your current role.

SCHOLASTICS

- Bachelor of Arts - (Texas State University - San Marcos, TX)