

# ROBERT SMITH

## Assistant General Counsel III

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Over 19 plus years' experience as a Managing Attorney, Bankruptcy Attorney, Assistant General Counsel and Deputy Public Defender working for private practice law firms, financial institutions and government agencies. Proven ability to manage complex legal department operations with a consistent track record of meeting or exceeding all defined caseload, revenue generation and client acquisition objectives.

## EXPERIENCE

### Assistant General Counsel III

#### ABC Corporation - OCTOBER 2008 - NOVEMBER 2015

- Ensured that the strategies, operating plans, & actions utilized to achieve financial & business goals consistently met all legal & regulatory requirements, corporate policies/controls, and minimize exposure to unreasonable risks.
- Corporated Compliance Drafted and implemented appropriate compliance policies and Code of Conduct.
- Applied and maintained federal and state licenses and registrations.
- Resolved corporate hotline issues.
- Conducted trade compliance by handling monitored/sanctioned country reviews and review of nuclear and defense exports Risk management/Commercial Insurance- Administered all commercial insurance coverage for the company, handled certificate of insurance requests and filed insurance claims.
- Successfully managed legal department that saw workload quadruple and resources cut in half.
- Led legal integration of five (5) newly acquired companies.

### Assistant General Counsel

#### Delta Corporation - 2004 - 2008

- a real estate syndication company.
- Included general legal work for the company in acquiring and financing properties and packaging them for resale to limited partnerships.
- Developed and initiated a strategic business plan that secured Certificates of Authority throughout the United States.
- Revised bank Reaffirmation Agreements to comply with the 2005 bankruptcy code requirements.
- Prepared foreclosure/collection complaints, pleadings and collection proceeding briefs in addition to preparing/filing bankruptcy case motions.
- Ongoing research into registration with the Securities and Exchange Commission as an Investment Advisor.
- Negotiate commercial contracts with companies to obtain the

investment vehicle of choice.

## **EDUCATION**

- Doctor of Jurisprudence - (State University of New York At Buffalo Law School - Buffalo, NY)

## **SKILLS**

Effective negotiator and communicator, both oral and written; Legal research on Westlaw and Lexis; Competent in using Powerpoint and Excel.