

# ALTA PARKS

## ATTORNEY

### CONTACT

4567 Main Street  
Brooklyn, New York 48127  
718.555.0100  
alta@example.com  
www.interestingsite.com

### EDUCATION

JURIS DOCTOR • JUNE 20XX

Jasper University  
Manhattan, NYC, New York  
  
Real Estate Clinic  
1<sup>st</sup> place in Moot Court

BA IN POLITICAL SCIENCE  
JUNE 20XX

Mount Flores College  
Small Town, Massachusetts

### KEY SKILLS

Data analytics  
Records search  
Legal writing  
Excellent communication  
Organized

### INTERESTS

Literature  
Environmental conservation  
Art  
Yoga  
Skiing  
Travel

### PROFILE

Analytical, energetic, and detail-oriented attorney with broad and deep experience in business and real estate matters, including business formation, real estate transactions, distressed property, due diligence, permitting, contract and lease negotiations, and landlord/tenant.

### EXPERIENCE

IN-HOUSE COUNSEL • MARCH 20XX – PRESENT

Bandter Real Estate • NYC, New York

For boutique real estate development firm, draft, negotiate and enforce leases and purchase & sale agreements. Negotiate purchase and sale contracts for residential and commercial properties, including foreclosures. Handle landlord tenant issues, including leasing, eviction, and dispute resolution. Research, analyze and apply state and local environmental, land use and zoning laws in relation to real estate and business development in the Northeast. Oversee due diligence on potential real estate purchase opportunities. Work with outside counsel on litigation, permitting and other specialized firm-related legal matters.

ASSOCIATE ATTORNEY • FEB 20XX – NOV 20XX

Luca Udinesi Law firm • NYC, New York

Represented and advised parties on small business, real estate, and landlord tenant issues. Researched and analyzed a wide range of legal issues. Represented client in a corporate dissolution litigation and won a \$25,000 supervised receivership and dissolution of corporation.

JUNIOR ASSOCIATE ATTORNEY • SEPT 20XX – JAN 20XX

Law Offices of Keita Aoki • NYC, New York

Researched legal issues for senior counsel and assisted in representation of clients on a range of small business. Drafted legal memoranda. Second chair in a multi-million-dollar telecom litigation.