

# AMI A. PATHAK

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## EDUCATION

**American University**, Washington College of Law, Washington, D.C., **Juris Doctor**, *May 2010*

Honors: American University Journal of Gender, Social Policy & the Law, Editor-in-Chief

Study Abroad: Yeditepe Universitesi, Law Faculty, Istanbul, Turkey (June 2008)

**Wellesley College**, Wellesley, MA, **Bachelors of Arts, Cum Laude**, *June 2005*

Double Major International Relations & French

Honors: First-year distinction (awarded to first-year students with G.P.A. of 3.5 or higher)

Study Abroad: University of Provence (Fall 2003)

Institute of Political Studies (I'IEP) Aix-en-Provence, France (Spring 2004)

## EXPERIENCE

### **LeadProject Attorney (Tower Legal)**

Sullivan & Cromwell LLP, New York, NY

*March 2013 to Present*

Conduct review of derivatives agreements and related financing documents for an interest rate derivatives matter. Review documents for noteworthiness and privilege.

### **Law Clerk**

Acumen Fund, New York, NY

*Jan. 2013 to Mar. 2013*

Assisted General Counsel with finalizing closing sets for loan and equity agreements signed with AF's investee-social enterprises. Collaborated with investment teams to facilitate loan-monitoring duties.

### **Legal Consultant**

NYIHA Media, New York, NY

*Sept. 2012 to Jan. 2013*

Counseled media distribution negotiations between NYIHA Media, a non-profit film distributor, and filmmakers.

### **Executive Assistant to the COO**

Amnesty International USA, New York, NY

*Nov. 2011 to Sept. 2012*

- Performed Chief-of-Staff duties including: cross-departmental projects, managing staff and external communications, donor relations, personnel matters, and work flow through COO's office.
- Managed evidence-gathering project for copyright ownership dispute involving Amnesty film footage.
- Created training materials for managers supervising unionized staff on the requirements of newly concluded collective bargaining agreement.
- Reviewed vendor and consultant contracts entered into by the organization; facilitated final negotiations for executive-level agreements.

**Law Clerk & Officer Manager**

Whelan & Siket, LLP & Marinosci Law Group

*Nov. 2010 to May 2011*

Provided legal and administrative support to local Rhode Island law firms.

**Law Clerk**

Henrichsen Siegel, PLLC, Washington, D.C.

*Sept. 2009 to Apr. 2010*

Researched and drafted memoranda on issues related to commercial litigation and employment disputes.

**Research Assistant for WCL Professor Jane Stoever**

Washington College of Law ("WCL"), American University

*May 2009 to July 2009*

Researched and drafted memoranda on recourse for undocumented victims of domestic violence in the U.S.

**Legal Intern, Commercial Law Development Program ("CLDP")**

United States Department of Commerce, Washington, D.C.

*June 2008 to Aug. 2008*

- Researched and drafted memoranda identifying areas for commercial legal reform in client nations.
- Recommended technical assistance programs to address underdeveloped areas of commercial law.

**Paralegal**

Covington & Burling, LLP, Washington, D.C.

*June 2005 to July 2007*

- Handled management and allocation of \$2 million fund for defrauded investors in a securities matter.
- Served as French interpreter for a Cameroonian client seeking political asylum in the US.
- Successfully lobbied firm's business committee to take on pro bono non-profit client in real estate dispute matter.

**OTHER SKILLS & INTERESTS**

Languages: **French** (Spoken fluency, written competency); **Gujarati** (Spoken competency); **Spanish** (Basic spoken and reading); **German** (Basic spoken and reading).

Interests: Tea enthusiast, Violin, Spanish guitar, Flamenco, Jazz of all kinds.

**BAR MEMBERSHIP**

Admitted in New York and Massachusetts.