

**ERIC DOMINGUEZ**

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404-933-6806

324 3<sup>rd</sup> Street NE Apt #4

Atlanta, GA 30308

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**EDUCATION**

**Emory University School of Law**

*Juris Doctor*

**Atlanta, GA**

*Graduated May 2013*

**Vanderbilt University**

*Bachelor of Arts*

**Nashville, TN**

*Graduated May 2010*

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**EXPERIENCE**

**SunTrust Banks, Inc.**

*Contract Specialist*

**Atlanta, GA**

*September 2014 – Present*

- Represent business clients in negotiations by drafting, preparing and processing contracts with vendors
- Respond to regulatory issues involving SunTrust's third-party risk management
- Support Strategic Sourcing team in a legal capacity by reviewing documents for regulatory compliance

**King & Spalding LLP**

*Project Attorney*

**Atlanta, GA**

*April 2014 – September 2014*

- Reviewed documents for significance and relevance in civil litigation matters
- Prepared documents for production in response to District Court, Congressional, and federal agency subpoenas
- Prepared privilege log in response to Congressional and federal agency subpoenas
- Drafted pro bono legal memoranda and conducted legal research relating to corporate governance issues
- Represented tenants pro bono in mediation of landlord-tenant disputes and dispossessory actions

**Strategic Law, LLC**

*Fellowship*

**Atlanta, GA**

*January 2014 – April 2014*

- Worked in associate capacity for small firm specializing in tax, business, and trust/estate law
- Conducted legal research in primarily corporate tax and estate planning practice areas
- Drafted legal memoranda regarding corporate and foundation tax issues
- Reviewed, revised and drafted last wills and testaments, including trust documents
- Prepared and executed IRS tax forms along with required accompanying documents

**Georgia House Democratic Caucus**

*Legal Extern*

**Atlanta, GA**

*December 2012 – April 2013*

- Summarized and analyzed pending legislation from the House hopper for legislators
- Assisted representatives on task force regarding small business development in Georgia
- Drafted memoranda regarding pending legislation by request from legislators
- Attended and summarized sessions for State House Banks & Banking Committee members

**Aptean Software (formerly CDC Software)**

*Law Clerk*

**Atlanta, GA**

*Summer 2012 – March 2013*

- Summarized, indexed, created abstracts, and archived various agreements for numerous subsidiaries
- Contributed to and implemented risk matrix for licensing and contract agreements
- Collaborated with in-house legal and finance staff to build contracts database

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**ADDITIONAL INFORMATION**

Member, State Bar of Georgia

Eagle Scout, Boy Scouts of America, 2006

Working written/spoken Spanish proficiency