

CORPORATE COUNSEL / STAFF ATTORNEY

Corporate generalist attorney with vast transactional experience drafting, analyzing and negotiating commercial, professional services, corporate, employee and IT agreements. Possesses extraordinary research and analytical skills, with foresight of potential outcomes, used to counsel clients and solve problems in a cost-efficient manner. Skilled in fact investigation and multiple statutory, legislative, regulatory and case law matters. Outstanding in combining analysis, research and negotiation to achieve positive results.

Compassionate, yet aggressive, leader with integrity who works well individually and collaborates with others to achieve team goals and meet/exceed deadlines. Quick study and adaptable as result of strong work ethic, drive to achieve, and perseverance. Attention to detail discovers, removes or minimizes potential liability and adheres to compliance with the law and company policy. Consistent track record of providing solutions to legal problems that minimize risk/liability, assure compliance and result in client satisfaction.

CORE COMPETENCIES

COMMERCIAL

- GOODS & SERVICES AGREEMENTS
- LICENSES
- CONSULTING AGREEMENTS

CORPORATE

- OPERATING AGREEMENTS
- SHAREHOLDER AGREEMENTS
- BUSINESS FORMATION
- ASSET SALE AGREEMENTS

EMPLOYMENT

- EMPLOYMENT AGREEMENTS
- NON-DISCLOSURE AGREEMENTS
- NON-SOLICITATION AGREEMENTS
- EMPLOYMENT DISCRIMINATION

REAL ESTATE

- CONSTRUCTION CONTRACTS
- COMMERCIAL/RESIDENTIAL SALES AND LEASE AGREEMENTS
- TITLE REVIEW & CLOSINGS

EXPERIENCE

Legal Consultant

2011

Strategically reviewed hundreds of commercial vendor contracts to counsel key business personnel and legal counsel regarding scope of license, divestiture, assignment and termination contract rights involving \$2.6 billion divestiture of the bank's consumer lines of business. Performed internal audit review to determine compliance of bank's contracting policies. Managed redaction of key negotiated terms of assignable vendor contracts.

PRIVATE PRACTICE, [REDACTED]

2009-Present

Attorney / Legal Consultant

Counsel small business owners about business entity formation. Represent clients in residential real estate transactions and landlord-tenant matters. Draft real estate leases and child care contracts. Research, negotiate and advise clients on issues involving a variety of different legal subjects, including employment, construction and real estate. Draft, review and negotiate various consulting services, IT and third-party procurement contracts, statements of work, non-disclosure and privacy agreements.

- Prevented overpayment of over \$1 million to vendor, due to a discrepancy between actual contract language and what client's strategic sourcing department was prepared to pay.
- Discovered potential liability risks to client due to missing privacy and non-disclosure language in vendor's procurement contract.

Associate Attorney

2007-2009

Counseled business owners on transactional matters involving business entity formation, asset protection, succession and dissolution. Drafted shareholder and operating agreements for privately held business owners. Drafted and negotiated employment agreements. Reviewed and negotiated various contract matters, including noncompetition and nondisclosure agreements. Represented buyers and sellers at closings. Counseled clients and drafted documents regarding various estate plans. Prosecuted, defended and settled various collection matters for clients. Researched and negotiated issues involving legal questions on a variety of different legal subjects.

- Counseled clients and carried out asset protection plans for business owners.
- Prepared shareholder and operating agreements to minimize negative tax consequences and enable amicable continuity of ownership and operation that could result from various triggering events.
- Drafted employment agreement for an Illinois medical corporation for use in future hiring of physicians.

[REDACTED]

Associate Attorney

2003-2007

Drafted corporate documents for several start-up business organizations. Represented individuals and privately held companies in connection with acquisition and sale of businesses. Counseled clients and litigated claims regarding breach of corporate fiduciary duties. Independently operated and managed the firm's expanding real estate practice analyzing and negotiating various residential and commercial contracts and leases. Counseled and represented hundreds of clients who filed for bankruptcy protection. Extensive experience with drafting pleadings and use of discovery techniques regarding construction, commercial and bankruptcy litigation.

- Counseled and negotiated settlement of several lawsuits brought against client-contractors that were favorable and in the client's best financial interest.
- Developed trusting and lasting relationships advocating interests of clients that faced liquidation or reorganization in consumer bankruptcies.
- Drafted persuasive motions to dismiss, resulting in the granting of dismissal of complaints *with prejudice*.
- Utilized technology to document facts, issues and research to articulate litigation strategies effectively.

OTHER EXPERIENCE

[REDACTED]

Law Clerk

2001-2002

Managed all aspects (pre-oral argument) of an appeal involving a personal injury file involving wrongful death. Drafted pleadings, propounded and answered written discovery involving plaintiff auto accident and premises liability cases.

[REDACTED]

Law Clerk

Summer 2000

Received exceptional performance reviews for management of negotiation and argument of civil commitment hearings involving chronic substance abuse and serious mental illness.

[REDACTED]

Legislative Intern

Fall 1996

Assisted Legislative Aides with lobbying legislation important to Iowa constituents by communicating with other U.S. Senators' staff. Invited to continue internship in the Senator's Cedar Rapids, Iowa office while completing undergraduate degree.

EDUCATION

[REDACTED]

J.D., 2001

[REDACTED]

B.A., History, Political Science, 1998

Co-captain and 4 year letterman of Varsity Swimming Team,
Student Senator and Member of Phi Kappa Tau Fraternity

BAR ADMISSIONS

[REDACTED] STATE BAR

AFFILIATIONS

AMERICAN CANCER SOCIETY: Relay For Life Oswego/Montgomery Committee Member, 2010-Present
[REDACTED] ALUMNI ASSOCIATION, Board Member, 2009-Present
TRIPLE THREAT MENTORING, SAVE MY STARVING CHILDREN AND [REDACTED] FOOD BANK, Volunteer