
Employment Lawyer Resume

Job Objective

Securing Employment Lawyer position in a well known law firm that provides the opportunity to grow.

Highlights of Qualifications:

- Remarkable experience in handling employment law issues
 - Exceptional knowledge of employment policies
 - Sound knowledge of employment law issues
 - Proficient with automated legal research tools
 - Familiarity with securities law, contract law, corporate law and intellectual property law
 - Immense ability to adapt to changing environment
 - Remarkable ability to respond to client's inquiries
 - Uncommon ability to multi-task to meet deadlines
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Professional Experience:

Employment Lawyer
Carpenter Legal Search, Inc., New Britain, CT
August 2007 – Present

Responsibilities:

- Provide legal advice on employment, benefits, mobility and executive operations.
- Provided day-to-day legal counseling and assisted in litigation management.
- Performed investigation of employment issues.
- Assisted in developing employment policies.
- Developed legal contracts and memorandum.
- Performed legal negotiations when needed.
- Provided training to junior employment lawyers.
- Handled risk identification and management activities.

Employment Lawyer
Morgan Wentworth, LLC, New Britain, CT
May 2004 – July 2007

Responsibilities:

- Prepared contract agreements and separation agreements.
 - Represented company's case in the court of law
 - Assisted in updating employee handbook.
 - Addressed employee relations issues.
 - Performed investigations related to harassment, discrimination and ethics violation.
 - Developed strong argument techniques to present to the court.
 - Ensured employees follow state and federal law.
 - Assisted in Affirmative Action OFCCP audits.
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Education:

Master's Degree in Employment Law
San Diego State University, San Diego, CA
Bachelor's Degree in Law
Chaffey College, Cucamonga, CA

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