
In House Attorney Resume

Job Objective

Prepared to remain long term with the right company as In-House Attorney.

Highlights of Qualifications:

- Huge General commercial contracting experience
 - Ability to draft and negotiate agreements with accounting, consulting and law firms
 - Familiarity with asset protection trusts and sophisticated estate planning techniques
 - Ability to recognize securities laws issues
 - Ability to read, analyze, and interpret complex business documents
 - Ability to write reports, business correspondence, and procedure manuals
 - Excellent time management and organizational skills
 - Good analytical, problem solving and project management skills
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Professional Experience:

In-House Attorney
ClubCorp USA, Inc., Lakewood, NJ
August 2007 – Present

- Advised company staff on legal matters.
- Overseen all third party contracts related to title insurance.
- Advised Executive Management regarding licensing issues.
- Providing transactional analysis support for all new title insurance activities.

In-House Attorney
Howard Sloan, Inc, Lakewood, NJ
May 2004- July 2007

- Drafted and negotiated commercial equipment leasing and financing transaction documents.
 - Advised sales force and internal business clients on transaction structure.
 - Managed litigation and outside counsel.
 - Supported risk management.
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Education:

Bachelor's Degree in Law
Webster University, Hill AFB, UT

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