

— GARY SMITH —

1234 America Road ♦ Anytown, USA 12345 ♦ 555.555.1234 ♦ corpattorney@email.com

CORPORATE ATTORNEY

Articulate and results-driven professional commanding 20+ years of legal experience, specializing in litigation and labor and employment issues. Detail-oriented JD known for coordinating all legal and litigation matters with businesses to develop and expand revenues. Adept at facilitating and providing employee training. Skillfully interpret legal jargon into common language for wide range of clients. Licensed Attorney in Missouri and Illinois; admitted to practice in Federal District Courts for Eastern District of Missouri and Southern District of Illinois as well as Federal Court of Appeals for 7th and 8th Circuit. Areas of excellence:

Business Development ♦ Client Relations ♦ Employee & Labor Relations ♦ Strategic Planning ♦ Negotiations
Public Relations ♦ Budget Administration ♦ Communications ♦ Training ♦ Team Leadership ♦ Consulting

— PROFESSIONAL TRACK —

Law Firm A, Anytown, USA..... 1997-2012
Firm specializing in representing labor unions and their members in various labor matters.

Managing Attorney & Litigation/Labor/ERISA Attorney: Brought on board to take control of operations, revenues, client development, and employee benefits. Oversaw firm litigation functions as well as established client development program to expand business. Monitored expense budgets, benefits, personnel, and purchasing efforts. Established litigation department for all aspects of firm’s client representation. Managed nearly all public relations and client development functions. Headed litigation as well as health and welfare legal issues involving Family and Medical Leave Act, ERISA, and implementation of 2010 Patient Protection and Affordable Care Act.

- ♦ Tripled firm’s revenues via initiating litigation department as well as grew firm to 5 employees and up to 100 litigation files.
- ♦ Established business development program for existing and new clients focusing on legal education updates.
- ♦ Implemented employee benefits program for medical, dental, and pension plans.

Law Firm B, Anytown, USA..... 1995-1997
Insurance defense litigation firm, handling files defending businesses and insurers on personal injury, product liability, and medical malpractice cases.

Litigation Attorney: Maintained full case load of civil personal injury, including auto accidents and premises liability, workers’ compensation, and product liability defense files. Managed client contact and development. Trained junior attorneys, advising them on developing new clientele and handling ethical issues.

- ♦ Restructured case system to more effectively manage workers’ compensation and personal injury defense files as well as accelerate closure of files.

Law Firm C, Anytown, USA..... Prior-1995
Defense firm specializing in defending self-insured employers and insurance companies in auto accident, premises liability, product liability, and medical malpractice cases.

Litigation Attorney: Managed and litigated large volume of personal injury defense cases with significant travel and interaction with expert witnesses. Represented businesses in commercial and construction litigation.

- ♦ Achieved approximately 90% success rate for high-level litigation cases.

— EDUCATION AND BAR ADMISSIONS —

Juris Doctorate, Law: University of America
Bachelor of Arts, Communications: USA University

Member of Bar Associations of Missouri and Illinois as well as Bar Association of Metropolitan Chicago