

# **SARAH LAW**

123 Blank Street, Calgary, AB V1C 2W3 | (H) 111-555-1234 | (C) 222-555-1234 | ssmith@unknown.com

### **Professional Summary**

Team-oriented Lawyer who works to increase understanding and proficiencies in all areas of legal practice. Communicates with empathy and compassion while consistently exhibiting a professional work ethic.

Results-oriented patent lawyer highly effective at networking and developing an impressive reputation that clients can trust.

Attorney adept at predicting defense arguments of the opposing council and addressing important concerns or questions in an articulate manner.

#### **Relevant Skills**

- · Admiralty law
- Regulatory compliance
- Corporate transactions
- Legal writing
- Corporate and business legal issues
- · Business law
- · Corporate tax issues
- Efficient researcher

- Intellectual property law
- Management
- Licenses, petitions and waivers
- Patent law

## **Professional Experience**

In-House Counsel 2016 to Present

ABC Company - Calgary, AB

- Implemented marketing strategies which resulted in 12% growth of customer base.
- Initiated two key partnerships which resulted in 54% revenue growth.
- Developed new process for employee evaluation which resulted in marked performance improvements.
- Researched and updated all required materials needed for firm and partners.
- Performed initial client assessment and analysis to begin research process.
- Supported Chief Operating Officer with daily operational functions.

Corporate Associate 2013 to 2016

Large Firm, LLP - Calgary, AB

1

- Interpreted laws, rulings and regulations for individuals and businesses.
- Worked with management and staff to resolve pre-litigation disputes.
- Managed all trial preparation for case litigation.
- Filed all case pleadings in a timely manner.
- Drafted objective memoranda for each case.
- Interviewed witnesses and gathered public record research relevant to each case.
- Wrote Chapter 7 and 13 bankruptcy petitions.
- Researched, wrote and filed all motions, writs and briefs for each case.
- Conducted and led extensive document review projects.
- Engaged in complex civil litigation under statutes relating to protection of the environment and public health.
- Addressed strategic issues of public policy.

#### **Education**

ABC University, Juris Doctor 2012

University of Whistler, Bachelor of Business Administration (Finance)

2008

## **Additional Skills & Licensing**

Member, Law Society of Alberta (2013) Member, Canadian Corporate Counsel Association (CCCA) Fluent in **French** and working knowledge of **Spanish** 

## **Civic Involvement**

ABC University Law Alumni, Board Member Calgary Board of Trade Leaders of the Future, Mentor

REFERENCES AVAILABLE UPON REQUEST