

[Sample Junior Lateral Resume – Corporate]

ANGIE ALUM

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EDUCATION

STANFORD LAW SCHOOL, Stanford, California

Juris Doctor

June 2011

- Activities: Executive Editor, *Stanford Law Review*; Executive Boards, Women of Stanford Law and Environmental Law Society; Research Assistant for Prof. Love; Teaching Assistant for Prof. Smith; Advanced Student, Stanford Community Law Clinic

NEW YORK UNIVERSITY, New York, New York

Bachelor of Arts, *magna cum laude*, History

May 2008

- Activities: Captain of NYU Ski Racing Team; Visiting Student, St. Peter's College, Oxford University, United Kingdom

BAR ADMISSIONS

California State Bar, December 2011

EXPERIENCE

SV LAW, LLP, Palo Alto, California

November 2011 – present

Corporate Department, Associate

- Counseled clients on entity formation and related corporate governance matters
- Advised national and international venture capital funds, high-tech companies and their international subsidiaries
- Negotiated venture capital financings, lending transactions, and fund formations. Drafted and negotiated deal documents
- Represented various public companies in merger and acquisition transactions, including representation of company's chairman in high profile going-private transaction and representation of acquirer in tender offer
- Represented gaming company going public on NASDAQ; drafted registration statement and prospectus, responded to SEC comments; managed due diligence process; drafted closing documents
- Represented issuers in public and private offerings of debt and equity securities, including registered offerings of preferred stock and warrants by publicly-traded pharmaceutical company

SF BIGLAW, LLP, San Francisco, California

Summer Associate

June 2010 – August 2010

- Drafted term sheets, board consents, stockholder consents and stock purchase agreements for private company financings
- Filed Forms 144 with SEC and managed filings for California blue state requirements
- Researched new SEC rules on executive compensation and drafted memoranda to firm explaining new rules
- Drafted form investor questionnaire for use in private financings
- Attended closing for initial public offering of a newly listed NYSE company; organized closing documents

ENVIRONMENTAL PROTECTION AGENCY, Washington, DC

Policy Intern

June 2009 – August 2009

- Researched impact and effectiveness of environmental policies and drafted memorandum on findings
- Published articles in *Energy Policy* as second author

THE CONSULTING GROUP, New York, New York

Political Consulting Intern

May 2008 – August 2008

- Tracked and interpreted changes in media coverage of political clients and opponents; analyzed voter demographics

LANGUAGES AND INTERESTS

- Fluent in Spanish and French
- Enjoy Latin America travel, waterskiing, SF Giants baseball and Charlotte Bronte novels