

[Sample Mid to Senior Associate Lateral Resume - Corporate. To be Used with a Deal Sheet]

**ANGIE ALUM**

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**EXPERIENCE**

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**BIGLAW, LLP**

**Washington, DC**

*Associate and Summer Associate, Corporate & Securities Group*

Summer 20\*\*; September 20\*\* – Present

Practice focused on representing public and private companies in corporate finance, particularly in capital markets and bank finance transactions, mergers and acquisitions and general corporate matters. Primary associate contact for several public company clients.

Transactions include:

- public and private offerings of equity (preferred and common), debt (high yield and investment grade) and equity-linked (convertible preferred, convertible debt and warrants) securities;
- tender offers, consent solicitations and exchange offers;
- syndicated and single lender revolving and term loan facilities and asset-based lending facilities; and
- mergers, acquisitions and dispositions.

Responsibilities include:

- drafting, negotiating and reviewing various transaction documents, including prospectuses and other offering documents and memoranda, underwriting and purchase agreements, indentures, intercreditor agreements, dealer manager agreements, solicitation agent agreements, exchange agreements, credit agreements, guaranties, security and pledge agreements, asset and stock purchase agreements, stockholders' agreements, confidentiality agreements and legal opinions;
- preparing and reviewing various federal and state filings, including annual reports, quarterly reports, current reports, and proxy and information statements, with the Securities and Exchange Commission, the New York Stock Exchange and NASDAQ; and
- providing general corporate and securities law advice, including corporate governance compliance for public companies

**EDUCATION**

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**STANFORD LAW SCHOOL**

**Stanford, California**

Juris Doctor

June 20\*\*

**YALE UNIVERSITY**

**New Haven, Connecticut**

Bachelor of Arts, *cum laude*, English

May 20\*\*

**PROFESSIONAL ACTIVITIES AND INTERESTS**

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**Bar Admissions:** New York (December 20\*\*)

**Affiliations & Professional Activities:** American Bar Association, New York Bar Association, Yale Class of 2004 Alumni Government (Vice President; Treasurer), Yale Alumni Giving (Class Agent), Yale Alumni Schools Committee (Interviewer)

**Interests:** Italian cooking, rock climbing, running, jazz music