

# Corporate Governance Associate

**Reports to:** Partner

**FLSA Status:** Exempt

Labaton Keller Sucharow's growing Delaware office is looking to hire an experienced attorney to work in a challenging but rewarding environment assisting with corporate governance and appraisal matters in the Delaware Court of Chancery and other courts throughout the country. This is a great opportunity for an attorney seeking hands-on experience.

## **Job Duties: Primary duties consist of, but are not limited to the following:**

- ✘ Research, drafting and review of documents for key litigation issues;
- ✘ Privilege review to determine applicability of privilege(s) and preparation of privilege logs;
- ✘ Factual research;
- ✘ Drafting document requests, interrogatories, requests to admit, deposition notices;
- ✘ Deposition preparation and attendance/analysis of deposition transcripts for relevant testimony;
- ✘ Trial preparation and attendance;
- ✘ Mediation preparation;
- ✘ Settlement related activity;
- ✘ Draft complaints;
- ✘ Draft briefs

## **Qualifications:**

- ✘ A U.S. law degree;
- ✘ Must have at least 3 years of experience in related substantive matters (class of 2018-2020);
- ✘ Strong verbal, written and interpersonal communication skills;
- ✘ Must be able to work independently and confidently able to collaborate with individuals at all levels of the organization;
- ✘ Excellent organizational and project management skills;
- ✘ Good attention to detail;
- ✘ Ability to manage multiple projects simultaneously.

✦ We are looking to hire in the \$165-180,000/year range.

Please submit your resume and cover letter to [careers@labaton.com](mailto:careers@labaton.com).