



SAMPLE IN-HOUSE RESUME

MARGARET ANNE SULLIVAN

2316 North Lexington Avenue, Arlington, Virginia 22207

703-534-6789 · msull@gmail.com

EXPERIENCE

Pearson, Billing & Frank, Washington, D.C.

Counsel, 2000-present

Specialize in administrative law and litigation with emphasis on transportation matters. Advise and assist international and domestic clients regarding contract interpretation questions, negotiating strategy, interpretation of government regulation and litigation. Specific experience includes:

Negotiations

- Served as sole associate member of joint defense team representing five defendants in treble damage class action involving multinational joint ventures and corporations, and claims in excess of 1.5. billion dollars.
- Negotiated, drafted and interpreted complex sharing agreement, settlement agreement and class notification.
- Represented client in formal and informal court hearings.

Administrative Law

- Appeared in numerous administrative proceedings and developed expertise in transportation industry and regulatory process.
- Solely represented client in emergency show case proceeding involving Customs Service demand for return of goods.

Litigation

- Litigated complex civil cases, including precedent-setting challenge to Department of Justice investigation of clients with statutory exemption from antitrust laws.
- Conduct all phases of discovery including preparation of protective orders, motions, answers to interrogatories, document production, and depositions.
- Developed and coordinated system to review client's files for eight-year period to respond to Civil Investigative Demand.

Maloney, Winter, Green & Blount, Washington, D.C.

Associate, Antitrust and Trade Regulation Department, 1998-2000

- Researched and prepared memoranda on complex legal issues in the areas of antitrust, administrative law, unfair trade and civil procedure.
- Prepared client memoranda on new legislation and proposed regulations.

Better Homes, McLean, Virginia

Licensed Real Estate Agent, 1993-1995

- Sold over half a million dollars worth of real estate in the first year as youngest active member of the Northern Virginia Board of Realtors.

EDUCATION

The George Washington University Law School, Washington, D.C.

J.D., May 1998

The University of Maryland, College Park, Maryland

B.A. in American History, *magna cum laude*, May 1993