

Jane Smith

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Jane Smith served as the senior vice president, general counsel and chief compliance officer of X Company (NYSE:XXX) from 20XX until her retirement in 20XX. As general counsel, Ms. Smith guided the company through two of the most high-profile events in the company's history – the 20XX bankruptcy filing and the 20XX merger with Y Company. Jane was an integral part of the executive leadership team that transformed and grew X Company into a \$XX billion organization that has been recognized on the Fortune 100 Best Companies to Work For® list XX years in a row.

As general counsel, Jane Smith was responsible for the X Company's legal affairs worldwide, including commercial and employment litigation, regulatory matters, labor disputes and corporate transactions. During her tenure, she reported directly to three chief executive officers and provided strategic direction and advice to the company and its board of directors.

Prior to her role as general counsel, Jane Smith served as vice president of the real estate and construction department at X Company. In that capacity, Jane Smith had profit and loss responsibility for a \$2.9b organization and managed three of the most significant construction projects in X Company's history – the planning, funding and construction of buildings in City 1 USA, City 2 China and City 3 Germany. With billions of dollars at stake, Smith also served as strategist and point person for the lease and construction of the X Company's manufacturing facilities, maintenance facilities and office buildings worldwide.

Jane Smith is a nationally recognized leader in the field of diversity recruitment, development, and retention in the legal profession. She served as a board member of the Minority Association and the Council on Legal Diversity. She also served as an adjunct professor of law at the University 1 and University 2 Schools of Law.

Jane Smith established a pro bono program at X Company that provides legal services to indigent clients and serves as a model for other corporate legal departments. Ms. Smith is the recipient of numerous awards focused on diversity and pro bono services.

Before arriving at the X Company, Smith was a litigator and bankruptcy attorney for several years. She is a 19XX magna cum laude graduate of the University of X and a member of Phi Beta Kappa. She received her JD from the University of X in 19XX. She and her husband, John Smith, have two children and live in Dallas, Texas.

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SUMMARY

OVERVIEW OF EXPERIENCE

CAREER EXPERIENCE

Year - Year **Name of company | City, State/Country**
Position, Department or Division
▶ Responsible for ...
▶ Developed ...
▶ Grew ...

Year - Year **Name of company | City, State/Country**
Position, Department or Division (Year - Year)
▶ Oversaw ...
▶ ...
▶ ...

Previously held position (Year - Year)
▶ ...
▶ ...
▶ ...

Year - Year **Name of company | City, State/Country**
Position, Department or Division (Year - Year)
▶ ...
▶ ...
▶ ...

Previously held position (Year - Year)
▶ ...
▶ ...

BOARD EXPERIENCE

Year - present **Board name | City, State/Country**
Company description
▶ Contribution

Year - Year **Board name | City, State/Country**
Company description
▶ Contribution

EDUCATION

Year - present **Name of graduate university | City, State/Country**
Degree, Year
Awards

Year - Year **Name of undergraduate university | City, State/Country**
Degree and major, any academic distinctions such as cum laude
Awards