

Newly Qualified Solicitor CV

Name Mark Spencer

Contact Details Address
Telephone Numbers
Email Address

Nationality British

Visa Status Not required

Admitted To be admitted as a Solicitor in England & Wales March 2011

Languages French (Fluent), Mandarin (Basic)

Education

2007-2008	College of Law, London LPC – Commendation
2004-2007	University of Nottingham LLB (Hons) – 2:1
2002-2004	Loughborough High School 4 A-Levels (AABB) 10 GCSEs (6A*s, 2As, 2Bs)

Employment History **March 09 to Date** **City Law Firm LLP, London**
Trainee Solicitor

Training seats undertaken in:

- Commercial Property (Sep2010 - date)
- Corporate (Mar2010 – Sep2010)
- Construction Litigation (Sep2009 – Mar2010)
- Banking & Capital Markets (Mar2009 – Sep2010) including 3 months secondment to Investment Bank.

Commercial Property

- Acted for the vendor in the sale of the freehold of unregistered shop premises to the incumbent tenant in rent arrears. Investigated and calculated rent arrears, drafted the contract for sale;
- Acted in the purchase of a £3m commercial warehouse sale in Birmingham business park. Attended pre completion meeting with the client and primary fee earner and dealt with post completion formalities;
- Acted for the landlord in the renewal of a court-protected lease to a nationwide household goods franchise. Drafted a new lease incorporating terms from the original lease, a Deed of Variation and heads of Terms. Attended client meetings, liaised with the clients surveyors and drafted a side letter with regard insurance provisions.

Corporate

- Drafted a response to a request for preliminary information and compiled a due diligence bundle for the share purchase of a lift installation and maintenance company. Amended the share purchase agreement;

- Acted for a private equity house on the sale of a national recruitment company in which it was the majority shareholder. Led the due diligence and disclosure letter exercises, assisted with the drafting of the sale and purchase agreement and played an active role in the completion negotiations;
- Acted for an international energy company on its AIM IPO;
- Acted for an international DIY company, involving the drafting of confidentiality agreements, employment contracts and licence agreements;
- Acted for a UK entrepreneur on the acquisition and financing of a water purification company (£85million private equity investment);
- Conducted due diligence for share and business acquisitions.

Construction Litigation

- Worked on an adjudication involving a developer and contractor. Drafted the Statement of Case within an accelerated adjudication time frame and was heavily involved in evidence gathering;
- Part of the team advising on a £25m construction arbitration. Worked extensively with one of the main witnesses in the proceedings. Extensive time spent preparing witnesses for cross-examination, taking instructions and drafting Witness Statement;
- Assisted with a major arbitration between contractors, developers, architects and a Local Authority. Attended fact finding meetings, conducted research and drafted Statement of Defence and Counterclaim.

Banking Capital Markets

- Various bond issuance for leading investment banks including number repurchases and amendments for a leading European Investment Bank;
- Assisted with the drafting of several syndicated and bilateral loan agreements and liaised with the bank and solicitors on the other side in both asset-based lending and acquisition finance transitions;
- Secondment to Investment Bank - assisting with a variety of matters including novations, CDS deliverability analyses, securitisation/asset swaps and totally return swaps.

August 2008 West End Law LLP
to Jan 2009 Paralegal

Worked as a paralegal in the property department assisting senior partner with commercial and residential property transactions.

Additional Information

Contributor to articles
Attended external course on marketing

Interests

Running, Fishing, Golf and Classical Music