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|  | **QUALIFICATIONS PROFILE** |  |

Highly accomplished professional offering a wide range of experience in various areas of legal expertise including real estate, employment law, litigation management, corporate governance and complex transactions.

* Demonstrates comprehensive understanding of complex legal concepts with the ability to collaborate in creating plans to determine strategies and accomplish objectives
* Proven leader with a strong moral compass and the ability to build trusting relationships at all business levels from senior management to entry-level employees
* Known for efficiency and willingness to accept responsibilities beyond immediate job duties to provide creative solutions to difficult problems
* Established ability to balance sound legal advice and risk with the business needs of the client

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|  | **EMPLOYMENT HISTORY** |  |

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| **General Counsel & Corporate Secretary** | **January 2011 – Present** |
| Kum & Go, L.C. ◾ West Des Moines, IA |

*A privately-owned convenience store chain with more than 420 locations operating in 11 states with $3.0 billion in annual sales*

* Member of the company’s seven-person senior leadership team which is responsible for the strategic direction of the company
* Leader of a three-person team managing all legal affairs for the company and personal matters for high net-worth individuals
* Leader of the company’s government relations initiatives and a government relations professional
* Leader of the company’s risk management program

***Notable Contributions:***

* Leader of the roll-out of the communication of Kum & Go’s 10-year strategic vision
* Completed documentation of a major, eight figure transactions in 2011, 2012 and 2013
* Key contributor to convenience store industry’s victory in major multi-district class action litigation
* 2012 T.S. Gentle Founder’s Award – highest individual honor for a Kum & Go employee
* Completed documentation for the company’s new banking relationship and credit facility

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| **Associate General Counsel** | **May 2004 – January 2011** |
| Kum & Go, L.C. ◾ West Des Moines, IA |

* Key member of a three-person team managing all legal affairs for the company including complex transactions, real estate, corporate governance, business entity formations, employment law, civil rights, litigation management, regulatory issues, environmental law, intellectual property.
* Administration of civil rights complaints and other human resources issues in 11 states
* Completion of documentation and due diligence for several multi-million dollar transactions including asset acquisitions and debt financing
* Supervise outside counsel on various litigation matters and management of internal discovery processes

***Notable Contributions:***

* Solely managed the legal department without incident for nearly two years in total during medical absences of general counsel
* Garnered a near-perfect success rate in dismissal of civil rights claims and other employment-related matters prior to commencement of litigation
* Closed approximately 100 commercial real estate transactions since January 1, 2006
* 2009 Kum & Go Values Award Recipient – “Integrity”
* American Society for Quality Six Sigma “Green Belt” Certification Candidate

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| **Law Clerk/Operations Intern** | **May 2000 – May 2004** |
| Kum & Go, L.C. ◾ West Des Moines, IA |

* Prepared legal documents such as contracts, answers and interrogatories
* Worked closely with General Counsel to analyze specific legal problems in a wide range of areas including real estate, medical practices, convenience stores, and banking
* Worked approximately 30 hours per week during full-time legal education

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|  | **BAR ADMISSION** |  |

**State of Iowa**

◾ Admitted to practice through examination: September 2004

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|  | **EDUCATION** |  |

**Doctor of Jurisprudence**

*Selected Coursework: Corporations, Partnerships & Limited Liability Companies, Income Tax,*

*Business Tax, Business Planning, Securities, Debtor/Creditor, Sales and Real Estate*

◾ Drake University Law School, Des Moines, IA: 2004

**Bachelor of Science in Business Administration**

*Major in Finance*

*Significant coursework in Chemical Engineering including, Chemistry, Physics, and Mathematics*

◾ Iowa State University, Ames, IA: 2001

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|  | **OTHER PROFESSIONAL EXPERIENCE** |  |

**Iowa Grocery Industry Association**

*Board of Directors 2013-2014*

*Government Relations Committee 2013-2014*

**Golden Rule, Ltd. Captive Insurance Company**

*Board of Directors 2011-2014*

*Risk Control Committee 2011-2014*