

IRENE MMIRIAKU MBAH

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BAR ADMISSIONS – Texas State Bar (May 2019 - Active), New York State Bar (May 2018 - Voluntarily Retired)

PROFESSIONAL EXPERIENCE

SUPERORDINARY CORPORATE LLC, Newport Beach, CA

Contract Attorney, April 2023 – Present

- Draft, review, and negotiate a wide range of commercial contracts, including service agreements, distribution agreements, supply agreements, licensing agreements, vendor contracts and non-disclosure agreements (NDAs).
- Develop and implement contract management processes to streamline contract lifecycle management, improve efficiency, and mitigate legal and financial risks.
- Conduct legal research and analysis to support decision-making processes, assess potential risks, and identify opportunities for optimization and improvement.

MENDU WELLBEING LLC, New York, NY

Legal Counsel, January 2023 – Present

- Serve as the principal legal advisor to founders, providing strategic counsel on legal and regulatory matters impacting the company's operations, with a focus on privacy compliance and mental health regulations.
- Develop and implement comprehensive privacy policies and procedures in compliance with relevant privacy regulations, including HIPAA, CCPA and GDPR, and collaborate cross-functionally with the technology and product teams to ensure privacy by design principles are integrated into product development processes.
- Oversee corporate governance matters, including entity formation, board governance, and shareholder relations.

SALEEM & COMPANY LLC, Atlanta, GA

Chief of Staff/ Counsel, January 2021 – April 2023

- Advised and counseled executive team on the legal and business implications of proposed transactions, drafted, reviewed and negotiated commercial contracts and liaised with external counsel, CPA and other experts as needed.
- Synthesized current business intelligence to identify and provide recommendations for action and improvement across all business units, and oversaw strategic business initiatives from inception through successful execution.
- Facilitated interdepartmental functioning and collaboration between department heads, and streamlined the process for submitting requests to the CEO.
- Assisted human resources department with recruitment and retention efforts, and updated company policies.

WILLKIE FARR & GALLAGHER LLP, Houston, TX

Private Equity Mergers & Acquisitions and Finance Associate Attorney, November 2018 – October 2020

- Advised clients on matters related to the acquisition or sale of the company's assets. Structured, drafted and negotiated Purchase Agreements and other ancillary documents; managed due diligence process: reviewed documents, and supervised specialist review, and prepared memoranda reporting findings; assisted clients with document production and negotiation of Non-Disclosure Agreements; and provided ongoing legal assistance as necessary.
- Represented banks in negotiation of Credit Agreements and provided ongoing assistance with the amendment of existing credit facilities. Duties included assisting in the structuring, drafting and negotiating the Credit Agreement and Security Agreement, compiling Perfection Certificates of all the assets of the borrower and drafting applicable corporate documents including resolutions.
- Represented client in filing I-589 application for Asylum based on female genital mutilation with US Department of Homeland Security. Interviewed client, drafted summary of facts, co-drafted brief and prepared ancillary materials.

CLEARY GOTTlieb STEEN & HAMILTON LLP, New York, NY

Financial Products and Markets Group Associate Attorney, October 2017 – October 2018

Summer Associate, New York, NY and Paris, France, May 2016 – July 2016

- Represented borrowers in financing transactions. Drafted Security, Pledge Agreements and Joinder Agreements.
- Represented companies, banks and broker-dealers in negotiating and documenting complex equity and credit derivative transactions and advised clients on how to structure derivative transactions in compliance with federal securities laws and the Dodd- Frank Act. Negotiated and drafted International Swaps and Derivatives Association (ISDA) Agreements, Repurchase Agreements and relevant Credit Support Agreements and Guarantees.
- Represented companies, banks and broker-dealers in Accelerated Share Repurchases (ASR). Drafted the ASR confirmation, the supplemental confirmation, and for issuers, filed a Form 8-K with the SEC.
- Coordinated, reviewed and revised advice from local counsel from non-US jurisdictions regarding the enforceability of close-out netting and choice-of-law provisions in GMRA, MRA, GMSLA and MSLA – repurchase and securities lending agreements.
- Drafted resolution Plans for major Canadian banks based on existing US Plans to describe the interaction of the Financial Market Utilities (FMU) with its members organized under Canadian law or with a parent organized under Canadian law and detail how continuity of access to FMU services can be maintained for members in financial distress or resolution.

EDUCATION

HARVARD LAW SCHOOL, Cambridge, Massachusetts

Juris Doctor, *August 2014 – May 2017*

Activities: *Harvard Business Law Review, Harvard Law School Human Rights Journal*; African Law Association, Black Law Students Association, Women's Law Association, Texas Club; Transactional Law Clinics.

Study Abroad: **Sciences Po**, Paris, France. Cross-Border Mergers and Acquisitions, Oil and Gas Law, International Arbitration and European Union Antitrust Laws, Fall 2016.

RICE UNIVERSITY, Houston, Texas

Bachelor of Arts, *cum laude, August 2008 – May 2012*

Major: Psychology; Minor: African Studies

Activities: Psi Chi Honor Society, International Ambassador GATEWAY Program, Rice African Students Association, Rice Black Students Association, Powderpuff Football, Asanma Igbo Cultural Dance group.

Study Abroad: **Universitat Autònoma de Barcelona**, Barcelona, Spain. Spanish and Economics, Spring 2011.

INTERESTS

- African literature and Chimamanda Adichie; psychological fiction and nonfiction books; and international cuisine and travel.