



Phoenix Thottam (CALBRE#01710790; JD MBA)

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EXPERIENCE

- Contract Work – KWSM Real Estate Broker (CALBRE #: 01710790); Litigation, transactional work.** **Los Angeles, CA**
11//06-present
- Broker Associate at Keller Williams Santa Monica (Commercial/Residential) since February 2018; Also contracted on transactional/litigation projects including for Amazon, Audi, Netflix, Genesis Capital (Goldman Sachs subsidiary / Mortgage banking & Legal); Amazon (*Transparent* series), Robert Half, Netflix and the L.A. Community Redevelopment Agency and various law firms, corporations and Trust entities. I used Excel & Access to summarize and analyze business contracts for senior executives; I coordinated compliance management and implementation of tracking procedures & monitoring for approximately \$726 million in real estate development loans and contracts;
 - I analyzed developer agreement requirement compliance and created an MS Access database with Developer Agreement summary data;
 - Drafted commercial leases; MS Excel lease cash flow & pivot tables; Represented landlords and tenants in lease negotiations;
 - Successfully tried & won unlawful detainer & collection actions. Litigation experience – Breach of Contract, Bankruptcy, Appeals.

I am available for real estate related work leveraging my brokerage, business, marketing and legal skill sets.

- McKenna Long & Aldridge LLP – Corporate & Real Estate Transactions Associate** **Los Angeles, CA**
03/06-11/06
- Prepared leases for TESCO retail chain rollout (purchase and sale agreements, ground leases and retail leases).
 - Represented real estate owners, for-profit and nonprofit developers, institutional investors, and high net worth individuals.
 - Drafted, reviewed and negotiated TESCO lease agreements, easements, loan documents, deeds, bills of sale, assignment and assumption agreements, property management agreements, legal opinions, leases, and entity formation documents.

- LRN, The Legal Knowledge Company™ Business Development Director** **Los Angeles, CA**
2002-2003
- Worked as business development director for Syndicated Legal Research Division and oversaw three employees.
 - Coordinated staffing of 16 Fortune 500 multiple research projects with certified legal specialists; edited and finalized projects.

- O'Melveny & Myers LLP – Corporate Associate (Commercial Lending; Securities, Real Estate)** **San Francisco, CA**
2001-2002
- Conducted all due diligence for several \$100 million plus financings including one REIT secondary offering.
 - Successfully resolved million-dollar contract disputes between domestic distribution agents and international publisher; prepared demand letters, reviewed client contracts, researched applicable UCC Article 9 provisions and bank lockbox arrangements.

- Wilson Sonsini Goodrich & Rosati – Corporate Securities Associate** **Palo Alto, CA**
1999-2001
- Worked on M&A transactions, equity offerings (Genentech, Healthon/WebMD, HP, Netflix & more), & SEC filings.

- Goldman Sachs & Co. – Analyst** **New York, NY**
1993-1995
- Management Controls and Equities divisions - Implemented operational, strategic, and risk analyses.

EDUCATION

UCLA Anderson Graduate School of Management. **Los Angeles, CA**
03/2006 (early graduation)
M.B.A. (emphasis in Finance and Real Estate)

- *Leadership:* Riordan Fellows Mentor Program volunteer. Ocean Park Community Center Volunteer. AREA Newsletter editor.

UC Berkeley - Boalt Hall School of Law **Berkeley, CA**
05/1999
J.D., (law degree, graduated in top 30% of Class; Editor & Published author (Berkeley Technology Law Journal).

- High Honors (top 10%) in 3 classes; Moot Court Competition: Awarded school-wide prestigious Best Brief honor.

Yale University **New Haven, CT**
05/1993
B.A., (Majors: (1) Economics & (2) Ethics; Politics & Philosophy). Graduated cum laude with Distinction Honors.

SKILLS & ADDITIONAL INFORMATION

- *PC Applications skilled in:* Course certified in Avid (Media Composer 8.8) and Premiere Pro CC 2017. Quickbooks & Photoshop wiz. WordPress. Dreamweaver. Creative Cloud - Acrobat XI, Photoshop, InDesign, Illustrator & Office 2016/365. Movie Magic software.
- Extensive knowledge of GoDaddy/Google Search Engine Optimization, social media and Internet based client service marketing.
- Active community service, travel, film, and hiking. Fluent in Spanish; Elementary German. Excellent MS Excel/Marketing skills.