

GAZANFAR ABBAS NAQVI

@ syedabbas199415@gmail.com

☎ 9720135219

📍 Current Address- River Bank Colony , Lucknow-226018/ Permanent Address- Miyan Sarai ,Qila ,Near Ali Shah Mosque,Dist.Sambhal,Uttar Pradesh -244302



Objective

The dedicated professional aims to provide one stop solution to every legal issue at the hands of the client/body corporate. Gathering and analyzing information which is useful for legal aspects for the organisation and also to make effective decisions and find innovative solutions to legal problems faced by the individual client or body corporate. Seeking an opportunity to use my legal knowledge and experience to serve the organization or corporate entity which I shall be the part.

Experience

2017 - Till Date

MAX LAW FIRM

Senior Legal Consultant/ Lawyer

Responsible and committed legal professional with more than five years working experience as a lawyer/ legal consultant. Provided assistance to senior counsels in complex cases. Prepared and drafted legal documents such as plaint, written statement, wills, deeds, patent applications, leases, contracts etc. Prepared motions, pleadings, and memorandums. Having working and practical knowledge of Civil Laws, Commercial and Corporate Laws, Arbitration Law, Banking Laws, Labour Laws, Immigration laws etc. Drafted court documents, including legal briefs, complaints, answers, counterclaims, motions in limine, and discovery responses and requests.

Working with Max Law Firm also assisted seniors in handling cases of various major corporate entities such as A.T.C, LIC and so on. Currently Holding position of Senior Legal Consultant/ Lawyer at MAX LAW FIRM (Lucknow).

Duties Performed

- Advising clients on commercial contracts and agreements, company law and corporate compliance.
- Assisted Senior Counsels representing clients before various Tribunals, Forums, District court and so on.
- Assisted Senior Counsels in Cases both civil and criminal.
- Planning and Organizing workloads in order to meet business priorities.
- Drafting and Registration of Sale deeds, Mortgage deeds, Lease deeds, Gift deeds, Power of Attorney deeds etc.
- Legal opinion of property documents.
- Handled matter related to Cheque Bouncing.
- Managing the commercial and intellectual property aspects in due diligence.
- Advised corporate clients on investment banking and regulatory procedures.
- Prepared and reviewed commercial legal documents including contractual documents, guarantees, loan agreements, deeds etc.
- Statutory Compliance .
- Conducted real estate and corporate due diligence.
- Provided advice on legal and compliance issues.
- Settling disputes and supervising any agreements.
- Performed negotiations with clients regarding, corporate matters and contracts.
- Drafting, reviewing and negotiating contracts with third party suppliers.
- Draft documents for acquisition and merger cases, and ensure every aspect is in compliance with the law.
- Advising, negotiating, drafting, vetting, and structuring different types of agreements.
- Providing legal opinion(s) on corporate matters.
- Negotiate Disputes that inevitably arise when two parties do not see eye to eye.
- Corporate Law Advisory and due diligence.
- Worked with senior lawyers to determine probable outcome of cases.
- Drafted various legal documents and ensure every aspect is in compliance with the law.
- Writing correspondence to clients about their cases and court dates etc.
- Drafting notices , agenda, minutes, policies, letter, appeal, and reply .
- Research of legal records to find information that will be beneficial to a case.
- Drafted legal arguments and pleadings.
- Conducted legal research, drafting, and document review to implement fact-based litigation.

Education

2011-2014 **Lucknow University**
Graduate In Commerce

2014-2017 **Lucknow University**
Graduate In Law

Skills

• Legal Counseling, Legal Submissions , Legal Terminology, Negotiation Strategies. • Evaluating findings and developing strategies and arguments in preparation for presentation of cases. • Proven ability to solve problems in a methodical and practical way. • Ability to communicate persuasively and clearly, both orally and in writing. • Complex problem solving skills to help both sides reach a settlement both can be happy with. • Strong Interpersonal Skills to build bond with clients. • Legal Research and Correspondence. • Possess up to date knowledge of relevant local, national and international laws and the impact they may have on the firm and its clients. • Clear understanding of state and local statutes, and the ability to determine applicable laws and case law for each individual situation. Other Skills- • Litigation • Dispute Resolution • Legal Advice • Legal Research • Negotiation • Corporate and Banking Laws • Legal Writing

Languages

English- Read ,Write and Speak. Hindi - Read , Write and Speak. Urdu - Read and Speak.

Personal Details

Date of Birth : 15-01-1994

Marital Status : Single

Nationality : Indian

Computer Skills

- Proficient with Microsoft Word, Excel and PowerPoint.
- Thorough understanding of social media.