



Deepak TK

Legal Counsel
Education-LLB (Hons)Calicut University-India
Enrolled into BAR COUNCIL OF INDIA -MAY 2015
Indian Citizen.

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Location – Dubai, UAE

PROFILE

Seven years of experienced Lawyer who is more than able to offer advice on the law, legal procedures, and wide range of associated issues. Deepak possesses an advanced law degree, always demonstrates professionalism in all his dealings with clients and has extensive knowledge of legal, secretarial and office practices. He is an expert at applying the law to a specific situation faced by a client or an organization.

Now looking forward to making a significant contribution in a company that offers a genuine opportunity for progression

- Thorough, well organized, planned and focused on coordinating projects.
- Flexible, adaptable and can work independently and with a team.
- Ability to interact with a variety of individual in a courteous and professional manner
- Advanced proficiency in MS Office Package
- Exhibits sound judgment and the ability to make reasonable decision in the absence of direction

Current Experience

Legal Executive at M/s Lulu Group International
Muscat, Oman

October 2019 – October 2022

Reporting to: Director /Regional Management

Workforce: 7000+

Duties and Responsibilities

- ✚ Drafting, reviewing, and negotiating various commercial contracts and agreements. Managing and mitigating legal risks by designing and implementing company policies and procedures.
- ✚ Ensuring compliance with all laws and regulations that apply to the business.
- ✚ Give accurate and timely counsel to executives in a variety of legal topics (labor law, partnerships, international ventures, corporate finance etc.)
- ✚ Collaborate with management to devise efficient defense strategies
- ✚ Specify internal governance policies and regularly monitor compliance
- ✚ Research and evaluate different risk factors regarding business decisions and operations
Apply effective risk management techniques and offer proactive advice on possible legal issues
Communicate and negotiate with external parties (regulators, external counsel, public authority etc.), creating relations of trust
- ✚ Draft and solidify agreements, contracts, and other legal documents to ensure the company's full legal rights
- ✚ Deal with complex matters with multiple stakeholders and forces
- ✚ Provide clarification on legal language or specifications to everyone in the organization

Summary Skills

Legal documentation | Case management | **Reviewing legal documents** | Providing legal advice | **Trial preparation** | Taking notes | contract and agreements Drafting | **Negotiations** | Office and court procedure | Record management | Maintain **court docket** and diaries | Representing before court | Civil, criminal and arbitration | Client interview | **Commercial contracts** drafting | Legal representation | Document custodian | **Reporting to Director** | Legal secretary

Skills

- ☐ Law office Support
- ☐ Arabic Lawyer Support
- ☐ Legal research
- ☐ Legal Terminology
- ☐ Record management
- ☐ MS office
- ☐ App4Legal
- ☐ Legal Expense Accounting
- ☐ Database management
- ☐ Scheduling and calendaring

Nationality : Indian

Date of Birth : 16.05-1989

Father's Name : Suresh Kumar

Passport No: : P4611774

PP Expiry : 18-10-2026

Languages & : English,
Hindi, and Malayalam

Experience

Legal counsel

Bar Council of India -2015 May to 2019 September

- ✚ Practiced as an advocate in High Court, District Court and sessions Courts and other Courts and has successfully conducted litigation in a variety of high-profile cases
- ✚ Has been a legal retainer to bank/NBFC/Corporates and other financial institutions such as Shriram ram Transport Finance Ltd, Mahindra& Mahindra Finance, Lakshmi Finance, Hillite Builders and various other financial institutions,
- ✚ Instituted legal proceedings for private clients in various issues relating to land and other properties and attained credits in all litigation.
- ✚ Provided institutional clients with consultancy, legal opinion and appeared on behalf of them before forums
- ✚ Filed Cases for recovery of Money due to banks and other financial institutions
- ✚ Appeared for accused in criminal before magistrate Court and before sessions Court and High Court in the appellate stage.
- ✚ Prepared and moved second appeals for client in the civil appellate side
- ✚ Well verse in drafting Affidavit, Power of Attorney, sale Deed, Contract, Lease Agreements, Bank Assignment agreements, original petitions, Civil suits, MOU, NDA, etc.
- ✚ Good At Arbitration, EP, SARFAESI ,Sec17 Petition ,for recovery

Documentation Executive - Hillite Group

Legal Department -2014 March -2015 May

- ✚ Preparation of sale deed, POA, after sale agreement, Lease Agreement, service contract, SOW, Addendum, Noticing
- ✚ Conducted more than 1000+ registration of Apartment, villa, mall shops, Business Park startups, in the registrar office,
- ✚ Coordinating with leasee and lessor for registration
- ✚ Purchasing of Stamp /E stamping and calculation
- ✚ Tenants right of ways fixing
- ✚ Coordinating with panel Lawyer with against company cases
- ✚ Rent recovery

Achievements

- ✚ Devised new template for easy drafting
- ✚ Handled independent research of corporate law provisions

Key Drafting Skills

Negotiation and execution of **Master Agreement**, Real Estate, Non-Disclosure Agreement, Purchasing Agreement, Subcontract, **Licensing Agreement**, Statement of Work, **Addendum** and Amendment, Lease Agreement, **Bank Assignment**, Memorandum of **understanding**, Corporate Letters, Power of Attorney, **Trademark** Filing, Import **Export** Documents, Minutes Drafting, Legal Notice, Labor Contract, **Undertakings**, **Mortgage**, Vetting and **litigation** drafting, Engagement Letter, Event Contract, Sponsorship contract, Transport Warehouse Logistic **Vendor agreements**, Advertisement, and **marketing**, Hire purchase,