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## **CURRICULUM VITAE**

**Name:** *Zaman Gahramanov*

**Date of birth:** *16/12/1984*

**Nationality:** *Azerbaijani*

**Marital status:** *single*

**Sex:** *Male*

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## **PERSONAL SUMMARY**

A highly efficient and competent Legal Individual with an ability to ensure that a company complies and operates in accordance with statutory and legal provisions. Experience of attending meetings with company shareholders and the board of directors and acting as a point of communication between them. Well-presented and highly personable, with a deep knowledge of Contract Law, Common and Civil Law, corporate regulatory and company rules. Excellent organizational skills, highly efficient and methodical with a good eye for detail.

### **Work experience:**

16/12/2015 – Present, **State Oil Company of the Republic of Azerbaijan (SOCAR) / Investments Department.**

Job title: ***Senior Legal Counsel***

Job Description / Duties:

1. Provide legal support in the drafting and negotiation of any amendments to the JV agreements and related documentation.
2. Provide legal support in negotiations with JV partners.
3. Provide legal support in Project and Corporate Financing and related negotiations, both internally and externally.
4. Provide legal support in the drafting and negotiation of new JV agreements and pertinent documentation, as well as the development of standard documents and templates.
5. Draft and negotiate all forms of agreements, memorandum of agreements, purchase agreements, memorandum of understanding, deeds, undertakings, merger & acquisition agreements.
6. Apply effective risk management techniques and offer proactive advise on possible legal issues

01/04/2016 – 04/07/2017, **ZafaMart.Az**

Job title: **Management Consultant / Co-owner**

Website: <http://www.zafamart.az>

Job Description / Duties:

1. Provide strategic, unbiased and objective advisory services which assist organization in improving productivity and overall performance;
2. Providing with the advisory activity on areas such as change management, financial performance, marketing, business restructuring, and human resources, with an emphasis on managing risks and costs.

22/10/2012 – 15/12/2015, **Azerbaijan (ACG) Limited (SOCAR).**

Job title: ***Legal Manager (chief of division)***

Job Description / Duties:

1. Providing legal protection and risk management advice to management on contract management.
2. Review and draft contracts, agreements and internal policies and ensure that they are in compliance with all statutory or legal requirements.
3. Review and provide legal advice on tender documents.
4. Securing company and its all possessions from any illegal problems.
5. Performing various tasks related to legal matters in a company.
6. Studying contracts and legal documents to make sure that it is in the organization's interests.
7. Report preparation for assessment and presentation before the senior officials.
8. Preparation legal documents, Loan Agreements, Software Licensing Agreements, Construction Agreements, Service Frame Agreements, Labor

Agreements, NDA Agreements, Framework Technical Co-operation Agreements, Sale-Purchase Agreements, Research Agreements, Lease Agreements and any legal documentation necessary for the business requirements.

9. Assumption of crucial actions regarding legal matters and controversial issues.

15/03/2011 – 27/09/2011 **Azersu Joint Stock Company of Azerbaijan Republic.**

Job title: *Senior Legal Adviser*

Job Description / Duties:

1. Providing accurate, timely and effective legal advice to the head of legal department of the company.
2. Work on negotiating and drafting contracts.
3. Providing a legal advice on the potential liability, in order to take essential steps to control the company exposure.
4. Assess actual, potential or perceived risks in contracts and legal documents and accordingly providing professional legal expertise.

28/09/2010 – 15/03/2011 **Practical solutions Group in Azerbaijan Republic.**

Job title: *Legal Adviser*

Job Description / Duties:

1. Attending hearings in a court.
2. Preparing arguments to be heard in a trial.
3. Draft contracts that minimize risks and maximize legal rights.

01/09/2008 – 02/03/2009 **The Republic of Azerbaijan Ministry of Economy.**

Job title: *Senior Adviser*

Job Description / Duties:

1. Control of consumer goods in market.
2. Prevention restriction of competition in a market
3. Protection rights of the consumers.
4. Control of supplying the goods and services in a manner allowed by the policy of the government.

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## **Professional Experience**

### **Legal competencies**

- Possessing the ability to convincingly present a case in court.
- Good knowledge of civil law, international commercial arbitration law, international private law, company law, international commercial and contract law.
- Understanding of contracts, government regulations, intellectual property rights, patents etc.
- Knowledge of tax and corporate law.
- Knowledge of Employment law.
- Legal advice.
- Contract Negotiation

## **Personal**

- Ability to balance priorities and co-ordinate work effectively.
- Leadership skills.
- Excellent analytical skills.
- Ability to stay calm under pressure.
- Can analyze large amounts of information.
- Good written and spoken communication skills.
- Organized and efficient.
- Good project management and team building skills.

## **Education**

- *2011-2012 LLM Master Degree (International Business and Commercial Law) **The University of Manchester.***
- *2006 - 2008 Master in Laws (LLM) **Baku State University***
- *2001 - 2005 Faculty of Law- **Baku State University**, Bachelor Degree*

## **Publications**

1. *The Role of Arbitrators in International Commercial Arbitration. Issues of Immunity, Independence and Impartiality.*
2. *The meaning of the terms “object” and “effect” in Article 101 of the TFEU.*

## **Training Courses:**

- International Joint Ventures and Strategic Alliances in the Oil and Gas

Industry.

- Basic knowledge to work in the foreign exchange market.
- Oil & Gas Workshop: Acquisitions and joint ventures in oil and gas sector
- Presentation Skills
- Time Management
- Damages, Default, Indemnities and Force Majeure in International Oil and Gas Contracts
- Introduction to ISO 9001: 2008

### **Military Service**

01/07/2005 – 02/07/2006

### **Languages**

*Azerbaijani* (native proficiency) *Russian* (full professional proficiency)  
*English* (full professional proficiency) *Turkish* (professional proficiency)

### **Computer Skills**

Microsoft Office (Word, Excel, Power Point, etc.).

### **Expected Monthly Wage**

Negotiable