

# ASHWINI KUMAR

## Chief Manager | Legal



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A strategist cum implementer with recognized proficiency in spearheading business to accomplish corporate plans and goals successfully; currently targeting for Managerial level jobs in **Legal operations**, preferably in **Gurugram, Noida** and **Delhi-NCR**



### PROFILE SUMMARY

- Accomplished, ambitious and dedicated professional, offering nearly 10 years of experience in Drafting, Litigation Management, Contract Management, Arbitration, Dispute Resolution Mechanism, Recovery of debt management & Risk assessment
- Extensive experience in Litigation Management for resolution of potential business and legal issues before various Courts including Supreme Court, High Court, District court, Local Authorities, NCLT and so on
- Reviewed, improved and enhanced the internal policies & procedures / documentation in accordance with Legal and regulatory requirements on an ongoing basis in consultation with the clients
- Proven exposure of managing emergencies such as Debarment, Termination and Blacklisting of companies by carefully evaluating the documents and contracts, collecting evidence, preparing counter reply and assisting external lawyers and also presenting the entire case before High court which has helped to mitigate the risks
- Vetted / modified drafts of various pleadings, writ petitions, arbitration petitions, complaints, written statements, statements of claim, statements of defense, counter claims and legal notices & replies, Tender/Bid/RFP documents and so on
- Impressive success in closing negotiations by evaluating Tender documents carefully and identifying the risk/issues, submitting grievances before the Govt., approaching and requesting them to eliminate the difficulties in the projects
- Successfully spearheaded a legal team of 6 people at the Corporate Office for managing different litigations across all regions of the organization and group companies before various Courts including Supreme Court and High Courts pertaining to Arbitration, Litigation, Real Estate, NCLT and Statutory Compliance



### CORE COMPETENCIES



Legal Operation Management



Litigation Planning



Risk Management and Mitigation



Contract Lifecycle Management



Drafting/Vetting Agreements



Dispute Resolution



Negotiation



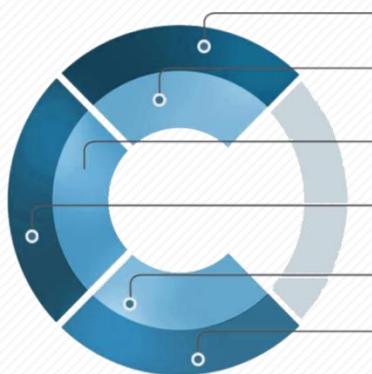
Debt Recovery Management



Team Building and Leadership



### SOFT SKILLS



Creative

Collaborator

Communicator

Innovator

Planner

Thinker



### EDUCATION



**2013:** Bachelors in Law (LL.B), LC-I, from Faculty of Law, Delhi University



**2010:** B.A. in Economics (H) from Patna University, Patna



### CERTIFICATIONS

**2021:** International Cyber Conflicts certification from New York University

**2022:** Module-1 "Practical use of FIDIC conditions of contract on 2017 Red and Yellow Book

**2014:** Advanced professional certification on corporate law practice:

- Advanced Commercial Contract
- Advanced Merger & Acquisition
- Advanced Banking & Finance
- Advanced Security Law
- Competition Law
- Company Law

## WORK EXPERIENCE

**Since Apr'23 | Arvind Ltd. | Ahmedabad | Chief Manager-Legal**

### **Key Result Areas:**

- Managing the legal affair of Arvind Envisol Ltd., ANUP Engineering and Arvind textile
- Working towards the on-going pending litigations, Advising and Contract Management of these entities of Arvind Ltd.
- Providing business, the edge by pre-empting its needs via Litigation
- Maintaining all matters related to incorporation of the group entities in external territories, including acting as the liaison with all third party consultants for post incorporation compliances
- Heading end-to-end management of a contract lifecycle, including standardization of templates, drafting, reviewing, revising, negotiating and executing agreements and maintaining a tracker for existing agreements like., EPC Agreement, Term Sheet, Power Purchase Agreement, Gas supply Agreement, Manufacturing Agreement, Distributorship Agreement, Marketing Agreement etc.
- Collaborating with external counsels, including senior counsels on strategizing and rationalizing existing litigations
- Delivering subject matter expertise, support and consultation to Clients and team on the needs as per the defined parameters of the project

**Jun'20-Mar'23 | Egis India Consulting Engineering Pvt. Ltd. | Gurugram | Manager-Legal**

### **Key Result Areas:**

- Evaluated risk/issues of the tender documents/RFP's and drafted legal risk assessment report after deep evaluation of the tender documents for negotiation in pre-bid meeting with PSU (Public Sector Undertaking)
- Vetted/Drafted/Negotiated various agreement including MOUs, Term Sheet, Lease Deeds, Power Purchase Agreement, Gas supply Agreement, Share Holder Agreement, Joint Venture Agreement, Concessionaire agreement, Consultancy Agreement, Settlement Agreement, cross border trade agreement, Master Service Agreements, vendor's agreement and Business Development Agreement
- Delivered Litigation support to external lawyer, managed all pending cases and initiated Arbitration cases and legal proceedings before various Courts, Tribunal, NCLT, CBI, Enforcement Directorates in India

**Oct'18-May'20 | Nestaway Technologies Pvt. Ltd. | Gurugram | Associate Legal Council**

### **Key Result Areas:**

- Drafted/Vetted/Negotiated various types of Agreement and documents like Lease, leave & License agreement, service agreement, NDA and vendors agreement
- Prepared & conducted legal literacy sessions in pan India on topics such as E-Contract, FRRO, FCPA, POSH, Securing Digital Data, Best practice for maintaining agreements, correspondences & documents
- Supported external lawyer/law firms by providing litigation support in various pending litigations of arbitration cases, eviction suit, recovery, Electricity & RWA matters. Also appearing before the court, tribunal whenever required
- Corresponded with all-department and completed "Legal Due-Diligence" in pan India for the Company; collaborated with the Tech Team to develop a new and innovative way to execute Leave & License agreement in the form of digital L&L agreement (Click-wrap) which in turn has brought down the turnaround time for on-boarding a tenant from 72 hours to merely 6 hours

**Apr'16-Sept'18 | Egis India Consulting Engineers Pvt. Ltd. | Gurugram | Legal Council**

### **Key Result Areas:**

- Delivered projects and legal services in different sector such as Urban Development, Airport Authority of India, Port Trust of India, NHAI, Nagpur Metro, Mumbai Metro Line-III, Jaipur Metro, Smart Cities (Chandigarh, Bhuvneshwar) and prepared legal risk assessment of the RFP's for negotiation in pre-bid meeting with PSU (Public Sector Undertaking)
- Reevaluated and negotiated MOUs, Lease Deeds, Joint Venture Agreement, Concessionaire agreement, Consultancy Agreement, Settlement Agreement, cross border trade agreement, Master Service Agreements, KYC preparation of associate, JV partner, and vendors
- Reviewed tender documents and made sure that tender documents maintained norms of FIDIC/World Bank contract rules which were internationally recognized
- Provided Litigation support to external lawyer, managed all pending cases and key role in initiation of Arbitration cases and legal proceedings before various Courts, Tribunal, NCLT in India
- Assisted in formulating legal opinion on queries to management, headed cases related to international trade laws (including anti-dumping/countervailing duties, WTO trade norms), Insolvency Bankruptcy Code, Infrastructure laws, Labour laws and international trade laws

**Sept'15-May'16 | A2Z Infra Engineering Ltd. | New Delhi | Sr. Executive-Legal**

### **Key Result Areas:**

- Vetted suits, Writ Petition, Consumer matters, Affidavits, Notices, Arbitration Petitions, MOUs, Lease Deeds, Teaming Agreement, Settlement Agreement, Master Service Agreements
- Managed litigations, contracts and legal issues which included companies and its subsidiaries at all levels from Trial court, Consumer courts to High courts and Supreme Courts of India
- Assisted in formulating legal opinion on queries to management, supervised cases related to CDR (Corporate Debt Restructuring) or update with CDR Mechanism, SDR, RBI Guidelines and SICA, SARFAESI Act
- Worked towards various ongoing Arbitration proceedings with CWG, NHPC, NTPC & International Arbitration Case
- Maintained monthly and annual reports of the litigations and advised the management of all possible consequences

**Apr'15-Aug'15 | Dabas Law & Associate, Dawarka Court | New Delhi | Legal Associate**

**Key Result Areas:**

- Drafted interim application such as Bail Application, Divorce, Domestic Violence complaints, injunction suits, Quashing of FIR and Execution Petition
- Made appearance in courts of Delhi and presented insightful arguments on merits and on various other law point to ensure successful progress of client cases

**Jan'14-Mar'15 | Convergence Legal (Law Firm) | Gurugram | Legal Associate**

**Key Result Areas:**

- Appeared in variety of states to defend the clients in the matters of mediation, tax filing and so on
- Advised clients for the matter related with Indirect tax (Central excise, Custom Law), Labour Laws, Company law and IPR
- Worked towards Factory compliance (visiting factory in Gurgaon, Sohna for advising on law related factory), under which covered all laws and notification or circulation issued by different government bodies
- Applied for consent in different departments like, Environment impact assessment (consent for handling hazardous wastes, water, air, noise, explosive etc), power connection and boiler Act
- Represented clients in the matters of Company incorporation, trademark registration, Merger & Acquisition, Due-diligence, and security process
- Drafted knowledge of MOU, Shareholder agreement (SHA), Share subscription agreement (SSA), Business purchase agreement, slump sale and asset sale
- Recommended clients in doing business outside India such as establishment of business unit in Ecuador and Tanzania
- Explored and read every laws and regulation, which was necessary to fulfill for the overseas investment
- Conducted suitable market research as per the client's requirement, in the case of Ecuador and Tanzania client wanted to establish business office in Ecuador and establishment of sawmill unit in Tanzania



## INTERNSHIP

**Sept'13-Dec'13 | Advocate Saurabh Sharma, Patiala house | New Delhi**

**Role:**

- Learned about Civil matters & criminal matters, drafted cases u/s 138 of N.I. act
- Followed SEBI Regulations on Insider Trading and Substantial Acquisition of Shares and Takeovers
- Researched literature on several topics related to the amendments in the Service Tax
- Read international assignment & license of trademarks and rectification & opposition proceeding for patents
- Studied trademark licensing, patent registration, and registration procedure for designs & geographical indication

**Jun'13 | B.S. Rana Associates, Rohini Court | New Delhi**

**Role:**

- Assisted in the drafting of legal notice, review petition
- Attended court hearing of variety of criminal cases to study, analyzed and learned appearance and arguing skills

**Jun'12-Jan'13 | Fiable Trade India (Timber import company) | New Delhi**

**Role:**

- Learned at close quarters about International Trade Practices and International Laws related to import and export of goods
- Understood the nuances of merchant banking, Bank guarantees and transfer of money through approved channels
- Gained knowledge of Supply Chain Management system of work in high seas and custom rules and regulation



## PERSONAL DETAILS

**Date of Birth:** 14<sup>th</sup> December 1988

**Languages Known:** English and Hindi

**Address:** 63, Urban Estate, Sector-40, Gurugram, 122001