Legal Operation  
**Asaf Kalifa**

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**Summary**

* Qualified Israeli attorney with 3+ years of experience in **commercial litigation**, **corporate law**, and **regulatory compliance**.
* Proven ability to **support legal operations** through **cross-functional collaboration**, process improvement, internal controls, and **legal knowledge management**.
* **Advised** **fintech companies** (Pagaya, Fire Financial Technologies) on regulatory compliance, enforcement, and **risk management**, with a focus on **internal governance** and alignment with global standards.
* Skilled in drafting and **negotiating employment agreements**, founders’ agreements, commercial contracts, and **data privacy policies**.
* Experienced in **developing internal policies** and **procedures** that ensure legal accuracy, support business goals, and enable **scalable operations**.
* **Led the implementation** of internal legal knowledge systems, improving access to resources and **operational efficiency**.
* Former personal assistant to football agent Pini Zahavi; demonstrated strengths in stakeholder coordination, negotiation, and high-pressure business environments.

**Experience**

2024 - current **Legal Operation**, Aoi - Abadi, Vaknin & Co.

* Led **complex legal proceedings** before Israel’s highest courts, including the Supreme Court, with a focus on **strategy**, **documentation**, and **procedural precision**.
* Drafted a broad range of **legal documents**, including claims, motions, interim relief applications, and injunctions, ensuring alignment with **client objectives** and **risk considerations**.
* Represented **commercial clients** in **high-value disputes**, delivering legal solutions grounded in both legal insight and **operational awareness**.
* Conducted **legal risk assessments** and advised on **Litigation strategies**, contributing to **internal decision-making** and **client-facing clarity**.
* Authored detailed **legal opinions** and **memoranda**, combining **legal accuracy** with structured analysis tailored to **stakeholders’ needs**.
* Collaborated closely with **internal teams** and **external counsel**, ensuring smooth **knowledge transfer**, **documentation flow**, and **deadline management**.

2022 - 2024 **Associate**, Porat Rahimi Law Firm

**Practiced across three core areas:**

* **Commercial litigation** – representation in commercial disputes, including applications for interim and declaratory relief.
* **Corporate and commercial law** – drafting and negotiating agreements, and advising on corporate and transactional matters.
* **Compliance and enforcement** – advising prominent institutional entities and fintech companies on regulatory obligations, conducting internal audits, developing enforcement and compliance programs, and preparing annual compliance plans.
* Provided ongoing legal counsel to business-sector clients across a wide range of legal domains, including privacy, labor law, and consumer protection.
* The role also included drafting internal policies and procedures, such as data protection policies, cybersecurity incident response protocols, and privacy compliance frameworks.
* Participated in board and management meetings, providing legal analysis and strategic recommendations.

2020 - 2021  **Legal Intern**, Harpaz, Oren Adler & Co.

2014 - 2019 **Personal Assistant** to Pini Zahavi, Gol International Ltd.

**Education**

2022 Business English Course, Burlington

2017 - 2019 LL.B. in Law, The College of Management, Academic Studies, Rishon LeZion

**Languages**

Hebrew - native | English - fluent