**NAVNEET PRAKASH MATHUR**

🕿: +9785641061 //0124-4633707

🖂: navneetpmathur@yahoo.co.in



**OBJECTIVE**

Seeking senior level positions in the domain of Legal Operations / Regulatory & Compliances / Litigations & Documentation with an organisation of high repute

**PROFILE SUMMARY**

* Seasoned Professional with rich experience of over two decades in handling Contracts, Legal Affairs, Litigation Matters, Legal Operations and Regulatory & Compliances in sectors like Retail, Legal , Banking, Telecom etc
* Comprehensive experience in developing procedures & standards as well as operational legal policies involving extensive planning & implementation of effective control measures for related legislations, arbitration and conciliation, writ petitions, consumer disputes, Banking and General recoveries, commercial and company law
* Proficient in drafting agreements, contract, legal notices, show cause notices, written statements, appeals, case papers, affidavits, etc. for legal proceedings
* Resourceful with the ability to assess the legal issues and produce professional results while adhering to rigid guidelines
* Adept in providing effective day-to-day advises on corporate and commercial laws as well as legal matters including liaison / instructions with external counsel for numerous cases
* An excellent communicator with effective problem solving and negotiating skills

**CORE COMPETENCIES**

|  |  |
| --- | --- |
| * Heading legal function involving determining objectives, designing & implementing systems, policies & procedures and rendering advice to Business. * Drafting and Vetting of Plaints, Original Applications, Written Statements, Case Papers, Affidavits, Notices, Writ Petitions, Appeals, etc. for various legal proceedings like Banking recovery matters, Securitisation matters, Consumer matters, Arbitration, civil matters, 138 NI Act proceedings, Food Laws matters etc * Imparting Legal and Compliance Awareness to Business * Title Verification of Properties * Drafting, vetting, Negotiating and finalisation of Lease Agreements, Service Agreements, IT agreements, Conveyance deeds, Consignment Agreements, Sale and Purchase agreements, etc. * Appearing before High Court , Tribunals , District Consumer Forum, State Commission, Judicial and Quasi-Judicial Authorities * Maintaining sustained contact with legal professionals and government officials for initiating and follow-ups on legal procedures and finalising various legal agreements / matters of constitutional, civil and criminal in nature * Working closely with Industry Bodies |  |

**ORGANISATIONAL EXPERIENCE**

**April 23-Till Date-**  **General Manager Legal Operations- Avenue Supermarts Limited (DMart)-Mumbai**

**Nov’22 -Jan 23- Gourmet Investments Private Limited as National Head Legal and Compliance- Gurugram**

A part of Bharti Group it is into restaurant business and operating brands like Pizza Express, Chilli’s (West and South India) and Ministry of Crab

**Nov’15- Nov’ 22- More Retail Private Ltd (Formerly known as Aditya Birla Retail Ltd. ) as Senior Legal and Compliance Lead (Sr GM) (North & East) -Managing a team of 8 people**

**Location: Gurugram**

**Additional Role Handled**- Legal Affairs of Aditya Birla Fashion and Retail Ltd (Pantaloons Division) North from 30.11.2015 till 31.3.2018

**Achievement:**

* Contributed for Roll out of stores as per Business plan for MRPL and ABFRL (Pantaloons)
* Reduction of pending Litigations especially old pending Prevention of Food Adulteration Act /FSSAI cases in favour of company
* Improvement in percentage of Compliance in North and East pertaining to FSSAI, Legal Metrology, APMC, Insecticides etc
* Reduction of Penalties
* Compliance Trainings and Awareness to backend and frontend staff.
* Zero Attrition of team
* Bagged Star Performer Award in 2018

**Nov’10 – Nov15’ Bharti Infratel Ltd. as Circle Head - Legal and Regulatory, Rajasthan Circle**

**Location: Jaipur**

**Achievements:**

* Curtailed the old hold & locked sites to maximize the revenues for the circle
* Bagged favourable orders from Government of Rajasthan regarding sealing of towers by local bodies & revenue authorities thereby reducing tower fee and increasing profits for Circle.
* Collaborated with legal teams of telecom companies in Jaipur for resolution of common issues faced by Industry
* Bagged Team Excellence Award in 2011

**Aug’07 – Nov’10 Aditya Birla Retail Ltd., as Dy. Manager – Legal**

**Location: Jaipur**

**Role:**

* Represented the company in various Civil Courts, Consumer Forums, Tribunals, Arbitration Tribunal, etc. and managing the litigations
* Negotiated with landlords and registered lease deeds
* Drafted and finalised vendor and service provider contracts, viz., manpower agreements, securityagency agreements, transport agreement, housekeeping agreements, consultant agreements, marketing agreement, IT agreement, etc. for PAN India
* Interfaced with various Government Bodies and Statutory Authorities for obtaining necessary licence and permits for opening up new stores

**Mar’02 – Jan’07 Paras Kuhad & Associates, as Associate Lawyer and Consultant**

**Location: Jaipur**

**Role:**

* Successfully represented the clients in a number of Civil, Criminal, Labour and Corporate matters in various courts
* **Drafted Original Applications for DRT, Applications U/S 14 SARFESI Act 2002**, Suits, Written Statements, Writ Petitions, Counter Affidavits, Rejoinders, Claims and Counter Claims in Arbitration proceedings, various applications under different Statutes/Acts
* Appeared before High Court, **Debt Recovery Tribunal**, **Debt Recovery Appellate Tribunal**, District Courts, Arbitration Tribunals, District Consumer Forums, State Commission, Labour Court, and DIG Stamps
* Managed legal proceedings under Negotiable Instruments Act, Banking Regulation Act, Securitization Act, Companies Act, Contract Act, Indian Penal Code, Recovery Matters, Insurance Matters (MACT), etc.
* Coordinated with branch locations at Delhi, Mumbai, Kolkata, Pune and Jodhpur for smooth execution of all activities

**Highlight:**

Significantly contributed towards recovering more than Rs. 85 crores of NPA for clients

**PRACTICE WORK**

**Feb’07-Jul’07: Advocate, Jaipur**

**PREVIOUS EXPERIENCE**

**Jul’99 – Feb’02 Advocate, Jodhpur as Legal Trainee**

**PROFESSIONAL ENHANCEMENTS**

* Trained in Six Sigma White Belt

**EDUCATION**







* Masters in Financial Analysis & Control from Department of Business Finance and Economics, Jai Narain Vyas University, Jodhpur in 2001 with 70%
* Bachelors in Law (LLB) from Faculty of Law, Jai Narain Vyas University, 1999 with 57%
* Bachelors in Science from Faculty of Science, Jai Narain Vyas University in 1996 with 63%

**TECHNICAL FORTE**

* Well versed with MS Office and Internet Applications

**PERSONAL DETAILS**

Date of Birth: 14th December, 1974

Present Address: E-502, Alaknanda Society, Plot No 45, Sector 56, Gurugram-122011

Permanent Address: Flat No G-2, Manu Apartment II, Plot No 218, Govind Nagar, Nr Akshardham Temple, Chitrakoot, Jaipur- 302021