

**NAME :** ARUN KUMAR SINGH  
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**Objective:**

To obtain a challenging position as a Corporate Lawyer with a reputed organization where I can utilize my extensive experience and knowledge in Corporate Laws, Real Estate Laws, Statutory Compliances, TMT laws, Labor and Employment laws, Recovery laws like IBS, SARFAESI Act, NI Act, Drafting, Contract Management, Contract Laws including MSA, VMS, SOW, NDA etc. IT laws, Civil and Criminal Law to provide efficient and effective legal services.

**Professional Experience:**

**Legal Associate/Advisor**

**ZEAL GROUP OF COMPANIES**

**JAN- 2015- Current**

- **Corporate Laws and Compliances:** As a Corporate Lawyer, I have extensive experience in managing and ensuring compliance with legal regulations related to Corporate Laws. I have a strong understanding of the Companies Act, 2013 and its various provisions, including compliance requirements for private and public companies, governance structures, and corporate restructuring. I have provided legal solutions to clients on matters such as company formation, mergers and acquisitions, joint ventures, and corporate governance. Additionally, I have drafted and reviewed various contracts and agreements, including shareholders' agreements, employment agreements, non-disclosure agreements, and service agreements.
- **Real Estate Laws and Regulations:** In my professional experience, I have also worked extensively with Real Estate Laws and Regulations. I have advised clients on matters related to real estate acquisition and development, including due diligence, title verification, and regulatory compliance. I have also provided legal solutions related to property disputes, landlord-tenant disputes, and other real estate-related issues. Additionally, I have experience in drafting and reviewing various real estate documents, such as lease agreements, purchase agreements, and construction agreements. I am familiar with various laws and regulations related to real estate, including the Real Estate (Regulation and Development) Act, 2016, Transfer of Property Act, 1882, and the Indian Stamp Act, 1899.
- **Advised clients on various legal matters related to Corporate Laws, Real Estate Laws, TMT laws, Labor and Employment laws, Recovery laws like IBS, SARFAESI Act, NI Act, IT laws, Civil and Criminal Law, and Contract Laws.**
- **Drafted and reviewed various contracts, including MSA, VMS, SOW, NDA, etc.**
- **Handled litigation cases and represented clients in courts and tribunals.**

- Managed statutory compliances and ensured compliance with legal regulations.
- Conducted due diligence and provided legal opinions on various matters.
- Conducted legal research and prepared legal briefs, opinions, and memoranda.
- Negotiated and settled disputes and ensured that clients' interests were protected.

#### **Worked as Law Intern**

**With Mr. Kamlesh Jha (Adv HC Cal)**

**MAR-2013 to JAN-2015**

Assisted senior lawyers in handling legal matters related to Corporate Laws, Real Estate Laws, TMT laws, Labor and Employment laws, Recovery laws like IBS, SARFAESI Act, NI Act, IT laws, Civil and Criminal Law, and Contract Laws.

Conducted legal research and prepared legal briefs, opinions, and memoranda.

Drafted and reviewed various contracts, including MSA, VMS, SOW, NDA, etc.

Assisted in managing statutory compliances and ensuring compliance with legal regulations.

#### **Education:**

**B.Sc(Bio) From Calcutta University**

**LLB from Kalinga University**

**Advance Diploma in Computing Skills**

#### **Skills:**

- Extensive knowledge of Corporate Laws, Real Estate Laws, TMT laws, Labor and Employment laws, Recovery laws like IBS, SARFAESI Act, NI Act, IT laws, Civil and Criminal Law, and Contract Laws.
- Strong analytical and problem-solving skills.
- Excellent drafting and negotiation skills.
- Ability to work under pressure and meet tight deadlines.
- Excellent communication and interpersonal skills.
- Expertise in Corporate Law: Extensive experience in providing legal solutions to clients in the corporate sector, including knowledge of corporate laws, regulations, and compliance requirements.
- Real Estate Law: Comprehensive knowledge of real estate laws, regulations, and compliance requirements, including property acquisition, leasing, and disposition.
- Statutory Compliance: Ability to manage statutory compliances and ensure compliance with legal regulations, including drafting and reviewing compliance-related documents.
- TMT Law: Knowledge of telecommunications, media, and technology laws and regulations, including data privacy and intellectual property.
- Labor and Employment Law: Understanding of labor and employment laws, including employee benefits, compensation, and discrimination laws.
- Recovery Law: Experience in handling recovery laws like IBS, SARFAESI Act, NI Act, and ability to represent clients in courts and tribunals.

- Drafting and Contract Management: Expertise in drafting and reviewing various contracts, including MSA, VMS, SOW, NDA, etc. and experience in contract management.
- IT Law: Knowledge of IT laws and regulations, including data protection, cybersecurity, and software licensing.
- Civil and Criminal Law: Understanding of civil and criminal laws and regulations, including litigation, arbitration, and dispute resolution.
- Legal Research and Writing: Ability to conduct legal research and prepare legal briefs, opinions, and memoranda.
- Negotiation and Dispute Resolution: Experience in negotiating and settling disputes and ensuring that clients' interests are protected.
- Attention to Detail: Strong attention to detail and ability to handle complex legal cases.
- Communication Skills: Excellent communication skills, including the ability to communicate legal concepts clearly and effectively with clients and colleagues.
- Time Management: Ability to manage multiple tasks and deadlines efficiently and effectively.
- Teamwork: Ability to work collaboratively with colleagues and clients to achieve common goals.
- Expertise in Corporate Law: Extensive experience in providing legal solutions to clients in the corporate sector, including knowledge of corporate laws, regulations, and compliance requirements.
- Real Estate Law: Comprehensive knowledge of real estate laws, regulations, and compliance requirements, including property acquisition, leasing, and disposition.
- Statutory Compliance: Ability to manage statutory compliances and ensure compliance with legal regulations, including drafting and reviewing compliance-related documents.
- TMT Law: Knowledge of telecommunications, media, and technology laws and regulations, including data privacy and intellectual property.
- Labor and Employment Law: Understanding of labor and employment laws, including employee benefits, compensation, and discrimination laws.
- Recovery Law: Experience in handling recovery laws like IBS, SARFAESI Act, NI Act, and ability to represent clients in courts and tribunals.
- Drafting and Contract Management: Expertise in drafting and reviewing various contracts, including MSA, VMS, SOW, NDA, etc. and experience in contract management.
- IT Law: Knowledge of IT laws and regulations, including data protection, cybersecurity, and software licensing.
- Civil and Criminal Law: Understanding of civil and criminal laws and regulations, including litigation, arbitration, and dispute resolution.
- Legal Research and Writing: Ability to conduct legal research and prepare legal briefs, opinions, and memoranda.
- Negotiation and Dispute Resolution: Experience in negotiating and settling disputes and ensuring that clients' interests are protected.
- Attention to Detail: Strong attention to detail and ability to handle complex legal cases.
- Communication Skills: Excellent communication skills, including the ability to communicate legal concepts clearly and effectively with clients and colleagues.
- Time Management: Ability to manage multiple tasks and deadlines efficiently and effectively.
- Teamwork: Ability to work collaboratively with colleagues and clients to achieve common goals.

### **Special Skills**

Familiarity with legal research databases and tools - As legal researcher using AI able to be well-versed in the use of various legal research databases and tools, such as LexisNexis, Westlaw, and

Bloomberg Law. They should be able to conduct keyword searches and apply various filters to obtain relevant results.

Knowledge of machine learning algorithms - AI-powered legal research platforms rely on machine learning algorithms to analyze vast amounts of legal data. As legal researcher using AI having a basic understanding of these algorithms and how they work.

Data analysis skills – As Legal research using AI involves analyzing large datasets to identify trends and patterns. As legal researcher using AI is skilled in data analysis and visualization to identify insights from the data.

Critical thinking - AI-powered legal research platforms can provide suggestions and recommendations, but ultimately, it is up to the legal researcher to analyze the information and make sound legal judgments. Critical thinking skills are essential to evaluate the accuracy and relevance of the results obtained from AI-powered legal research.

Communication skills - As legal researcher using AI needs to be able to communicate the results of their research to attorneys and clients in a clear and concise manner. Effective communication skills are critical to ensure that the research is properly understood and applied in legal proceedings.

#### **Certifications:**

- **Advance Diploma in Computing Skills**
- **OCC on RTI by DoPT, GoI in association with CGG**

#### **Professional Memberships:**

- **Member of The West Bengal Bar Council**
- **Passed AIBE (All India Bar Exam)-XIV obtained 'Certificate of Practice'**

**References: Available upon request.**

#### **Github Profile URL:**

[https://github.com/arun1971/resume/blob/main/CV\\_2023032002492031.pdf](https://github.com/arun1971/resume/blob/main/CV_2023032002492031.pdf)