

DEEPAK SHARMA



Personal

- Address**
BRAHM SHANTI NIWAS:, H. NO. 106 B, Street NO. 1, GOPAL NAGAR, N BLOCK, NAJAFGARH 110043 West Delhi
- Phone number**
9540667820
- Email**
dklegaladvisor@gmail.com
- Date of birth**
13-03-1988
- Place of birth**
Delhi
- Gender**
Male
- Nationality**
Indian

Interests

- Listening to Music, Playing Cricket

Overview

- A solution oriented professional with 7 years of experience in legal **Drafting, Vetting and Documentation, Legal Research, and Liaison Work.**
- Having vast experience in handling and technically catering to the day to day critical and varied legal issues of the Organization.
- Good Communication, Collaboration, Liaisoning with Police Authorities at different Jurisdiction, Negotiation, Presentation & Project Management Skills.

Legal Drafting & Documentation

- Drafting/vetting various legal agreements/notices/petitions such as Lease Agreements, Direct Sales Agreements for Banks, Chanel Partner Agreements, Master Service agreements, Consultancy Agreements, Legal Notices, Written Statements, Appeals, Affidavits, and so on.
- Preparing Indemnity Bond, Power of Attorney; replying to legal notices received by the company, different types of agreements such as loan agreements, lease agreements, Master Service agreement, , memorandum of understandings & settlements, and many more;

Company Affairs

- To Coordinate with the Professionals for the compliance work and assist them in drafting reply to the notices issued from Regional Director and other statutory departments.
- Ensuring compliances of corporate governance and other clauses as per Companies Act 1956 & 2013.

Liaison Work:

- Liaising with Jurisdictional Police Stations & Bodies at different levels, Government Departments and Regulatory Authorities such as the Registrar of Companies for obtaining necessary sanctions and ensure compliance(s) with statutory obligations.
- Maintaining sustained contact with legal professionals & government officials for initiating & following up on legal procedures and finalizing various legal agreements.

Work experience

Legal Manager

Aug 2022 - Present

Magicbricks Realty Services Limited, Noida

- Handling Contract Management and Legal Matters individually.
- Responsible to conduct legal review on Companies Products, Marketing and Sales Initiatives and address the legal queries raised by Sales, Product Management, Marketing, Finance and other Functional Groups.
- Lead and manage contracts and legal documentation for a broad range of commercial transactions including, licensing agreements, software licensing agreements, Contract for supply of Professional Manpower, Addendums, Letter of Intent, Master Service Agreements, Builder Buyer Agreement, Advertising Agreement, e-Auction Agreements, Celebrity Endorsement Agreement, Consultancy Agreements, Lease Deed, Content License Agreement, Leave and License Agreement, Seller Agreement, etc.
- Drafting/vetting Various Banking Agreements such as DSA, CP Agreements, Contracts, Non-Disclosure Agreements,
- Litigation Management including coordinating with external counsel for representation before courts, government agencies and other authorities' viz. Cyber Cell, police officers.
- Reviewed, edited and proofread submissions, appeals, affidavits prepared by external counsels.
- Handled closure of cases under RERA and Legal Metrology Act.
- Amicably resolved and negotiated matters with clients to minimise involvement of external counsels and cost to the Company.

Legal Counsel

May 2019 - Jul 2022

Shri Lal Mahal Group, Delhi

- Drafting/vetting Various Contracts, Non-Disclosure Agreements, Notices, Petitions/Suits, Written Statements, Affidavits, Replies, Rejoinders, Demand Notices etc.
- Advising the Management regarding the Real Estate issues pertaining to Rera Compliances, and various issues related to Transfer of Property Act, Contracts Act, etc.
- Coordination with Professionals for making compliance with various Govt. / Statutory Bodies.

- To negotiate the matters with the opposite client for the purpose to resolve the matter amicably with the intent to minimize the cost of the Company and involvement of an external advocate.
- Assist seniors in Matters; Coordinate with Outstations Advocate.

Legal Associate

Jan 2016 - Apr 2019

Neeraj Gupta & Associates, Delhi

- Drafted Petitions, Written Statements, Replies/ Rejoinders, Legal Notices, Criminal Complaint, Complaint under Section 156 (3) Cr.PC, Complaint Under Section 138 N.I. Act, Consumer Complaints and other Miscellaneous applications.
- Drafted Written Statements, replies, rejoinder, replication, and other replies to applications.
- To Scrutinize the documents related to property sell and purchase
- Drafted and vetted Sale Deeds, Agreement to Sell, Special Power of Attorney and Settlement Deed
- Key contributor in various proceedings and arguments where I represented the client & took an active part of client counselling sessions and meetings.

Education and Qualifications

LLB Graduate

Jul 2012 - May 2015

IME Law College,

Institute of Management Education, Ghaziabad

Bachelor of Arts

Jun 2005 - Aug 2008

Zakir Hussain College, Delhi University, New Delhi

Skills

Microsoft Word,



Microsoft Excel



Search Engine: Manupatra &
SCC Online

