





Sitraka Nirina

ROBINSON

integrating a business where my legal skills will be taken to profit

CONTACT ME

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LANGUAGE

Malagasy ★ ★ ★ ★
French ★ ★ ★ ★
English ★ ★ ★

SKILLS

Legal research ★ ★ ★
Writing ★ ★ ★ ★
Seeking information ★ ★ ★

MARITAL STATUS:

41 years old - Married, one child



EXPERIENCE

Ensure the compliance of the company's activities with regulatory and legal requirements:

Ensure the proper application of regulations and legal requirements, ensure a permanent legal watch on the activities of the company by monitoring both the evolution of national and sometimes international regulations as well as case law Financial security.

Advise the General Management and all other departments in legal and litigation matters :

Daily operational advice on all issues relating to the company's activities, Management and analysis of legal and tax risks, processing and monitoring of litigation files, recovery of claims and litigation, legal monitoring of documents and at all stages of the procedure. Monitoring of intellectual property registrations at OMAPI and process of extension of trademarks, patents.

Drafting of legal acts and analysis of contractual risks:

Drafting of contracts, agreements and amendments (commercial, leases ...) conclusions, notes, report, Redesign of all documents and legal supports, Analysis of clauses and advice on the " all commercial contracts according to the interests of the company, Management And verification of all contracts, conclusions, notes, complaints

Representation of the company before judicial and administrative bodies:

Treatment of disputes and litigation jointly with the lawyer (from the strategy to be implemented to the drafting of conclusions) before the Commercial Court and Criminal Court, before the court of work (conciliation and summary argument phase), Collaboration with court officials and law enforcement in matters of debt coll

Since february 12, 2012: baobab banque madagascar (ex-microcred) - siege andraharo

to April 06, 2020 Legal Assistant in the Dept., Collection, Legal and Litigation

Mastery of the various codes and procedures for debt collection and litigation:

Knowledge of banking and financial security regulations, financial security, knowledge of Malagasy legislation and related regulations, remedies and avenues of appeal executions, advising the Management and all agencies throughout Madagascar in legal and litigation matters, assistance and representation on all operational activities in legal and litigation matters, followed by a legal watch with regulatory and legal requirements, assessment and categorization of strategic impact on recovery, preparation of action plan.

Sustained experience in team and project management:

training collection teams in relation to clients to provide legal responses to clients, financial control and analysis, Management of recovery team in the negotiation and development phase "execution, coordination of several collections in parallel, portfolio management and monitoring of the development of actions undertaken, Negotiation and management of clients during the collection process, contribution to the development and achievement of the objective of the collection and litigation department ,

Mandated operations:

Mission in the provinces to assist agencies and debt collectors in the collection of difficult clients.

Treatment and follow-up of disputes before the courts:

drafting of contracts and amendments, complaints, conclusions, notes, report, memorandum of understanding. Collaboration with court officials and law enforcement officials in matters of legal proceedings

Trigger enforcement proceedings through enforceable titles or without enforceable titles

Carrying out civil and criminal proceedings, executing foreclosures: execution, conservatory, judgment, carrying out the sale by public auction.
.Trigger the means of appeal: the appeal, the appeal in cassation, opposition
.Representation of the company before the labor court (conciliation and summary argument phase), Commercial Court and Criminal Court, actor of the contribution to the achievement of the monthly and annual objective in terms of debt recovery.



FORMATION

2008-2009: NATIONAL TELE-TEACHING CENTER OF MADAGASCAR (C.N.T.E.M.A.D)

Master's Degree in Private Law or Magisterium in Legal Studies Part
One Ref. N ° 7314/97 of 05/14/96

2007-2008: NATIONAL TELE-TEACHING CENTER OF MADAGASCAR (C.N.T.E.M.A.D)

Diploma: D.E./PR or Higher Diploma in Legal Studies specializing in
Private Law or License Ref. 5G / G4 / 96-CNE of 05/09/96

2006-2007: NATIONAL TELE-TEACHING CENTER OF MADAGASCAR (C.N.T.E.M.A.D)

Diploma: D.U V.P.C.E.J or University Diploma at the end of the first cycle
in legal studies

2003: PRIVATE HIGH SCHOOL ACEEM

Obtaining the A2 series Baccalaureate

**Other training: Training on debt collection techniques by
the Association of Young Experts in Human Resources (AJERH)
From 08 to 09 October 2014**

**Personal interests: Reading, Sports (Swimming, Basketball, Taekwondo, MMA)
Driving license: Holder of a category B license**

I declare on my honor that the above information is true and sincere.