

**Saeed Ahmed Awan**

**Advocate**

**CNIC: 37101-1703934-9**

**Contact #: 0300-9723239**

|  |  |  |
| --- | --- | --- |
| **Career Objective** |  | **To work with an aim to gain valuable hands on experience and professional skill in an organization, that provides a challenging, learning and developing atmosphere.** |
| **Professional Membership/ Accomplishment** |  | **Punjab Bar Council as an Advocate.**  **High Court Bar Association Rawalpindi Bench (Rawalpindi) as a voter member.**  **District Bar Association Attock as a voter member.** |
| **Career Summary** |  | * **A dynamic & competent professional with over 6 years of experience as a lawyer.** * **Proven ability to represent the clients in complex and challenging environments.** * **As accomplished professional who has successfully managed case preparations and court proceedings.** * **Solid interpersonal and communication skills in building key alliances and partnerships, having dealt with the diversity of clients and individuals.** |
| **Key area of Experience** |  | * **Contract / Agreement Drafting** * **Legal Drafting** * **Arbitrations** * **Client Management** * **Problem Analysis & Solution** * **Legal Opinions** * **Recovery of Debt & Loans.** * **Intellectual Property** |
| **Achievements** |  | * **Independently practiced as an Advocate for more than six years at District Court Attock.** * **Work involving extensive legal research for preparing court proceedings / litigation proceedings.** * **Drafting plaints/ written statements/ applications, other legal documents and reviewing thereof.** |
| **Experience** |  | **Currently working as an Assistant Manager (Admin & IR) in Maple Leaf Cement Factory (MLCF) Iskandarabad.** |
| **Education** |  | **LLM**  **Federal Urdu University of Arts, Science & Technology (Karachi)**  **LLB**  **Bahauddin Zakria University Multan (Punjab)**  **Graduation**  **University of the Punjab**  **Intermediate**  **Board of Intermediate & Secondary Education (Rawalpindi)**  **Matric**  **Federal Board of Intermediate & Secondary Education (Islamabad)** |
| **Personal Information** |  | Father’s Name Khurshid Ahmed Awan  Date of Birth 08-10-1982  Domicile Attock (Punjab)  Religion Islam  Postal Address H.No. 1461, Koocha Pream Nagar Attock Cantt |
| **References** |  | Can be provided if needed |