

## AZARUDEEN G

**Present Address:** No.3, Chitra Nagar, Amman Kovil, Saravanampatti, Coimbatore - 641035

**Mobile:** +91 9786288201

Email – [advazarudeen@gmail.com](mailto:advazarudeen@gmail.com)

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### PROFILE

Versatile, result driven and dedicated who aspires to work in the Legal domain. Determined to learn, grow and improve to become one of the key players and contribute enthusiastically for the welfare of society. By utilizing the gained skills, knowledge and experience to grow professionally and intellectually, to work across cross functional roles, and in long term to lead and manage successfully and effectively.

### KEY ATTRIBUTES

- Adaptable and Flexible
- Initiative and Enterprising
- Team Facilitator
- Time Management
- Resource Management
- Effective leadership
- Resilient
- Enthusiastic and Motivated
- Decision Making
- Crisis Management

### EDUCATIONAL QUALIFICATIONS

- **Bachelor of Arts & Bachelor of Law (BA LLB) 2013 - 2018**  
**Vivekananda College of Law, Karnataka, India**  
Internship – City Civil & sessions court in Karnataka, India.
- **High School – 2001 – 2009**  
**Brindhavan Matric Higher Secondary School**
- **High school – 2010 – 2012**  
**Violet Matriculation Vidya Kendra**

**To Note: Cleared All India Bar Exam (AIBE)**

## **WORK EXPERIENCE**

- **Legal Executive – G Square Realtors Private Limited**

Duration: May 2022 – Present

**1<sup>st</sup> April 2023 Promoted as Assistant Manager-Legal.**

Job responsibilities:

- Managing land acquisition and operations.
- Coordinate with business development team in purchase of lands involving several crores.
- Coordination and management of land documents, registration of documents.
- Liaise with various government agencies relating to approval process
- To get APF approval for projects from major banks (SBI, ICICI, HDFC, LIC, AXIS etc.)
- Legal scrutiny of projects – title verification of land documents
- To monitor legal risk in real estate documents
- Review and provide legal advice on queries to clients.
- Clarify queries of company and team relating to the title of property
- Drafting and conveyance of all kinds of deeds, sale agreement, general Power of Attorney, undertakings, indemnities
- Preparation and coordination of Power Purchase Agreement and MOU's.

- **Legal Executive - Mahindra Rural Housing Finance Limited**

Duration: July 2021 – April 2022

Job responsibilities:

- Review and provide legal advice on queries to clients.
- Looking after all legal issues related to L.S.R, valuation reports etc.
- Timely legal scrutiny and validation of documents.
- Liaise with relevant department to ensure that where legal risks have been identified and appropriate courses of action have been taken.
- Collect and verifying the title documents submitted by the borrower for availing housing loans and preparing title search report.
- Obtaining necessary certified copies from Sub-registrar office to validate in case of any overwrite in original documents.
- Clearing and forwarding the loan files to the disbursement section after verifying the title of the property.
- To handle the process of registration of mortgage deed.

- **Junior Advocate** under Mr.T.Bharathiraja, who has an immense experience in handling criminal and civil cases.

Duration: July 2020 – July 2021

Job responsibilities:

- Preparing Counter Petition.
- Scrutinize Rulings for arguments.
- Communicating adjournment dates and other case related information to clients.
- Bail arguments in Magistrate and Sessions courts related to all criminal cases
- Argument of emergent suit/ civil litigations.

- **Junior Advocate** under Mr.Zackariya, a well-experienced criminal and civil lawyer for 35 years in Coimbatore.

Duration: June 2019 – June 2020

Job responsibilities:

- Preparing Counter Petition.
- Scrutinize Rulings for arguments.
- Communicating adjournment dates and other case related information to clients.
- Bail arguments in Magistrate and Sessions courts related to all criminal cases
- Argument of emergent suit/ civil litigations.

#### **Other job roles include:**

- Legal drafting/ Pleading
- Legal Opinion
- Alimony/Debt settlement
- Arbitration
- Bail
- Civil and Criminal Litigations
- Negotiating and resolving disputes
- Landlord and tenant matters
- Criminal/Civil appeal
- Police station matters

#### **PERSONAL DETAILS**

**Qualification:** BA LLB

**Date of Birth:** 3 April 1995

**Marital Status:** Married

**Gender:** Male

**Nationality:** Indian

**Languages Known:** English, Tamil, Hindi and Urdu

