

AMIT PANWAR

Legal Counsel

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Dehradun

SUMMARY

To work, learn and grow in a competitive organization where I can apply my skills and contribute significantly towards the organizational growth and at the same time work in the direction of becoming a better individual.

EXPERIENCE

Non-Performing Asset

Bank of India

05/2018 - 07/2018

Dehradun

Bank of India (BOI) is an Indian public sector bank.

- Data Analysis and Research
- Risk Management
- Loan Recovery Strategies
- Documentation and Compliance
- Reporting and Documentation
- Collaboration with Various Departments

Legal Assistant

Rana & Associates

2019 - 2020

Dehradun

Legal Firm

Bank Legal Cases & Loans on Property and Mortgage

- Assisting in the analysis of legal cases related to banking transactions.
- Assisting in the preparation and review of loan agreements, mortgage documents, and related contracts.

Property Law

- Ensuring compliance with legal requirements and standards in the drafting process
- Conducting legal research on property laws and regulations

Legal Associate

Rana & Associates

08/2023 - 11/2023

Dehradun

Legal Firm

Bank Legal Cases

- Researching and preparing legal documents pertaining to disputes, defaults, and other issues in banking operations.
- Drafting responses to legal notices and participating in discussions with clients and opposing parties.

Loans on Property and Mortgage

- Conducting legal due diligence on properties involved in loan transactions.
- Researching and staying updated on relevant regulations and laws governing property loans and mortgages.

Criminal Law

- Conducting legal research on criminal statutes and relevant case law.
- Participating in court proceedings and hearings.
- Affidavits and Agreements
- Drafting affidavits and various legal agreements related to property transactions.
- Reviewing and revising agreements to protect the interests of the firm and its clients.

Property Law

- Assisting in resolving property-related disputes and litigations.
- Drafting legal opinions and advising clients on property transactions



EDUCATION

Science

Marshall School

Dehradun Uttarakhand

ICSE Board 2002 - 2011

60 %

Commerce

Chennai Public School

Chennai Tamil Nadu

Tamil Nadu Board 2012 - 2014

75 %

B.com (Hons)

Chandigarh University

Mohali Punjab

2014 - 2017

SGPA 7.19 / 10

MBA (Finance)

MIT World Peace University

Pune Maharashtra

2017 - 2019

SGPA 8.10 / 10

LL. B

Hemvati Nandan Bahuguna Garhwal University

Chamba, Uttarakhand

2020 - 2023

SGPA 6.10

SKILLS

Tally excel MS office SAP drafting

team work Time Management Skills

Project Management Skills

Communication Skills

Tax Associate

Yogesh Chopra Advocate

11/2023 – Present
Dehradun

Tax Lawyer

Goods and Services tax (GST)

- **GSTR-1:** This form is used to declare outward supplies of taxable goods and/or services. It includes details such as invoices issued, credit notes, debit notes, and exports made during the reporting period. GSTR-1 is filed monthly by regular taxpayers and quarterly by taxpayers opting for the Quarterly Return Filing and Monthly Payment of Taxes (QRMP) scheme.
- **GSTR-2B:** GSTR-2B is an auto-drafted input tax credit (ITC) statement generated for taxpayers based on the details furnished by their suppliers in their GSTR-1, GSTR-5 (for non-resident taxable persons), and GSTR-6 (for input service distributors). It provides taxpayers with information on eligible input tax credits that can be claimed.
- **GSTR-3B:** GSTR-3B is a monthly summary return filed by registered taxpayers, summarizing their outward and inward supplies, input tax credit (ITC) claimed, and tax liability. It's a self-assessed return where taxpayers declare their tax liabilities and pay taxes due. GSTR-3B is typically filed by the 20th of the following month.
- **Dispute Resolution and Litigation:**
- Represent clients in GST audits, investigations, disputes, and litigation proceedings before tax authorities, appellate tribunals, and courts.
- Advocate on behalf of clients to resolve GST disputes favourably, negotiate settlements, and challenge adverse tax assessments or penalties.

LANGUAGES

Hindi

Advanced



English

Advanced

