

Kajol A. Naik

Advocate

Contacts

Contact No.:

9049298792 / 7972242829

Email Id:

kajolnaik@ymail.com

Address :

*T-4 Classic Elegance, Corlim
Tiswadi -Goa*

About Me

Dedicated Lawyer seeking a career in Compliance Coordination. 5 years of experience in legal research and statutory and regulatory interpretation to ensure compliance to laws and regulations by companies.

Work Experience

Law Officer

LMCS Group

March 2019 – Present



Mapusa

- Scrutinizing and verifying documents relating to land, preparing of preliminary legal reports, due diligence and legal opinion and drafting of different deeds like Joint Development Agreement, NDA, Power of Attorney, MOU, Sale Agreements, Sale Deeds, Release Deed, Rectification deed.
- Support legal and general advisory needs associated with a large- scale real estate portfolio.
- Managing all litigation, non- litigation and other legal processes.
- Draft and negotiate real estate transactions.
- Draft routine leases and amendments.
- Interpret laws, rulings and regulations.
- Attended Court trials and kept detailed notes to prepare case reports for clerks and judges.

Advocate

Salgaocar minning Pvt Ltd.

January 2018- February 2019



Panaji

- To assist Legal head of the organization
- Perform legal research to determine how the facts of a case interact with current law.
- Appeared before respective court / authority, and assist Senior Counsel in court hearings.

Law and Recovery officer

Old Goa Urban Co-operative society

October 2016- July 2017



Panaji

- To ensure compliance of remedial Legal Process.
- Identify cases for filing legal cases and initiate Legal tools within timelines.
- Filing of complaint under section 138/section, Filing of civil suit.
- Filing of arbitration and section. Review of all the cases on a periodic basis.
- Manage Auction of repossessed assets and drive recovery on loss on sale.
- Audit compliance.
- Represent the company in front of statutory authorities and other institutions.
- Reduce NPA through Legal tools and compliance within timeline.

Personal Details

Father's Name: Adv. Amol Naik

Mother's Name: Aradhana Naik

Date of Birth: 21.06.1993

Marital Status: Unmarried

Blood Group: B+

Legal Intern

Force one builder Pvt Ltd

May 2014- September 2016



Panaji

- Drafting and Execution of Sale deeds and Agreement.
- To search for Title documents
- Documented case details including information received from clients, witnesses, and legal professionals.
- Legal Compliance.
- Followed privacy laws to protect confidentiality of clients' data.

Education

- Currently Pursuing Company Secretary
- 2016
Bachelor of Law –LLB degree -
V.M Salgaocar College of Law –Miramar
- 2013
Bachelor of Commerce
S.S Dempo College of Commerce and Economics

Other Academic Pursuit and Research Paper

Presented Research Paper on “Law Governing Real Estate in India” at National Law School of India University, Bengaluru. Attended National Seminar on “Law and Practice in Real Estate in India” Organized by MHUPA chair on urban poor and law.