

MOHAMMAD TAYYAB

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CORPORATE COUNSEL

EXECUTIVE SYNOPSIS

A talented, skilled and qualified Legal Professional with extensive post-qualified diverse experience (PQE) of providing sound professional expert counsel on a wide range of legal matters including business operations, business structuring, company formation, contracts and agreements, litigation and alternative dispute resolution assuring smooth business operations, risk mitigation and achievement of predefined goals and objectives, seeking a suitable position to utilize his knowledge and skills in a reputed organization.

CORE SKILLS

- ✪ Corporate Law
- ✪ Legal Consulting
- ✪ International Business
- ✪ Oil & Gas Industry
- ✪ Commercial Law
- ✪ Business Structuring
- ✪ Legal Drafting and Documentation
- ✪ Litigation Management
- ✪ Alternative Dispute Resolution
- ✪ Arbitration & Mediation
- ✪ Contract Negotiation
- ✪ Contract Abstraction
- ✪ Redlining
- ✪ Strategy Planning and Execution
- ✪ Teamwork and Leadership

EDUCATION

- ✪ **Postgraduate Diploma in drafting, negotiation and enforcement of Contracts**, NALSAR University of Law, Hyderabad, India, 2021
- ✪ **LL.M., Intellectual Property Law** Mangalayatan University Aligarh India, 2017
- ✪ **B.A. LL.B.**, Aligarh Muslim University, Aligarh India, 2015

PROFESSIONAL EXPERIENCE

July 2024 – Till date

LegalEase India Private Limited, Kerala, India

Team Lead, Legal Counsel (Contracts)

Responsibilities:

- Negotiating and executing agreements on behalf of private equity clients, including NDAs, MSAs, and Business Associate Agreements
- Managing redlining, drafting, and negotiation of contracts with counterparties.
- Ensuring compliance with client requirements and regulatory standards.
- Coordinating with internal stakeholders to facilitate agreement execution.
- Managing and supervising a team of contract professionals, providing guidance and oversight.
- Coordinating with clients in escalating issues and successfully managing complex contract negotiations, resolving contentious issues and ensuring timely delivery of agreements to clients.

November 2023 – June 2024

TKnocks Technical Services Private Limited, Noida, India

Legal Counsel (On Retainer)

Responsibilities:

- Drafting, reviewing and redlining agreements, particularly, Agency Agreements, Consultancy Agreement, Sale Purchase Agreement, IT related Contracts, SOW, NDA, IMFPA, MOU, Amendments, Addendums and other legal documents like LOI, FCO and ICPO to ensure the company's full legal rights in the Oil & Gas and other sectors.

September 2023 – November 2023

Rawan Mishary Al Ghazali Law Firm, Mirqab, Kuwait

Legal Consultant

Responsibilities:

- Drafting, reviewing and redlining a variety of agreements like Agency Agreements, Distributorship Agreement, and other commercial contracts.
- Conduct thorough legal research to support contract negotiations and other legal matters.
- Provide clear and concise legal advice on various matters, including contract terms, compliance issues and dispute resolution.

MEMBERSHIPS

- **Bar Council of Delhi**, Delhi India 3778/D/2016

PERSONAL DETAILS

- **Nationality**: Indian
- **Date of Birth**: 20 May 1991
- **Languages**: English, Hindi
- **Marital Status**: Married
- **Driving License**: Yes
- **Address**: 4/524A, Hamdard Nagar 'A' Aligarh, UP- INDIA. 202002

February 2021 – May 2023
Conduent Business Services India
Legal Associate
Responsibilities:

- Reviewing, managing and analysing diverse range of contracts.
- Abstraction and summarization of various key clauses of contracts.
- Document Review in complex litigation and fact finding investigations including financial matters, antitrust litigation, SEC investigations and environmental claims, SAR, PII (Personal Identifiable Information) Extraction and Redaction.
- GDPR related matters such as DSAR (Data Subject Access Request), and PII (Personal Identifiable Information) and PHI (Personal Health Information) for US and UK based clients.

September 2017 - February 2021
Independent lawyer at the District and Sessions Court

- Practiced as an Advocate in the District and Sessions Court and its subordinate Courts and handled legal matters independently.
- related to criminal law, family law, domestic violence and family matters.
- Drafted several Legal Consultations and various pleading for respective clients and represent them successfully before the court/tribunals.

During the course of working as an Independent lawyer, I also had experience to work as a Panel lawyer with "Engineering and Environmental Solutions Pvt. Ltd." and "SoftNice India Pvt. Ltd." and advised them on various below matters:

- Assuring compliance of Laws and Regulations.
- Drafting, reviewing, redlining and solidifying, Marketing Agreement, Joint Venture Agreement, MSA, SOW, NDA, MOU, etc.
- Reviewing new business relationships with vendors and retailers.
- Formulated the company's policies.
- Drafted and filed bid documents against RFPs and RFQs for government tenders.

August 2015 - September 2016
Thomson Reuters
Legal Associate
Responsibilities:

- Review in complex financial litigation under laws of U.S Federal Courts.
- E-discovery processes with litigation of US based big shot institutions arising out of their non-compliance of regulations in US.
- Worked on different E-discovery platforms such as Relativity and Documatrix.
- Well aware of the operations involved with E-discovery platforms such as creating various searches, sorting documents, exporting, etc.
- Performed Quality Check and Quality Audit of documents including Privileged documents.
- Managed teams, handled allocation of work amongst team members and monitored their respective counts.
- Received immense training on Regulatory Mapping and Compliance.