

## **PRABIR KUMAR CHAKRABORTY**

B.A.LL.B. (C.U.), LL.M.

Looking for an assignment with any reputed organization in Legal & Compliance

**Objective** To become a key asset to the organization by implementing the knowledge to the fullest extent and there by contributing meaningfully to the organization through self-development, personal growth and enhancement of Knowledge and skill. Highly communicative individual with strong common sense & interpersonal skills and an ability to adapt to working in team environments. Motivated by challenge, an astute and dedicated individual working to the highest of ability and effectively managing the challenges of part-time employment while successfully completing Academics. Ongoing volunteer engagement demonstrates a focus on community, while work in customer service field demonstrates reliability, honesty, integrity and ability to collaborate.

### **PROFESSIONAL EXPERIENCE**

#### **GENIUS CONSULTANTS LTD.**

June 2010 to Present

#### **Sr. Manager – Legal & Compliances**

##### **Key Activities**

- Litigation Management - Civil, Criminal, Labour Cases, Cyber Case, IP Case, Tax Cases, ESI & PF and others
- Contract Management- Contract Drafting, Review, Modify & Amendment
- Due Diligence, standardisation of documentation and documentation control.
- Conveyancing – Sale Deed, Lease Deed, Trust, Gift and all other Indentures- Execution & Registration
- Conference, Opinion & Advise on various matters
- Corporate Governance & IPR
- **Statutory Compliance & Opinion in following enactments-**
  - *Shops and Establishment Act-state-wise jurisdiction*
  - *The Contract Labour (Regulation and Abolition Act), 1970;*
  - *The Employees State Insurance Act, 1948;*
  - *The Equal Remuneration Act, 1976;*
  - *The Industrial Disputes Act, 1947;*
  - *Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Act 1979*
  - *The Maternity Benefit Act, 1961 ;*
  - *The Minimum Wages Act, 1948;*

- *The Payment of Bonus Act, 1965;*
- *The Payment of Gratuity Act, 1972;*
- *The Payment of Wages Act, 1936;*
- *The Employee's Compensation Act;*
- *The Minimum House Rent Allowance Act;*
- *The Labour Welfare Fund Act*
- *The Factories Act, 1948*
- *The Employees Provident Fund and Miscellaneous Provisions Act, 1952. And others*

- **DISCIPLINARY ACTIONS, DOMESTIC ENQUIRY**
- **Risk Analysis, Research & Development**
- **Liaison with Govt. Authorities/ Govt. Dept./ Offices/ Branches**
- **Managing IR Issues, Settlement of Charter of Demand**
- **Corporate Social Responsibility**
- **Framing of Policy & its implementation**
- **Demand & Recovery from defaulting Clients**

### **HIGH COURT CALCUTTA**

Oct 2008 to May 2010

#### **Practicing as an Advocate**

##### **Key Activities**

- Civil Cases:
- Criminal Cases:
- Labour Cases
- Securitization Cases:
- Consumer Disputes Cases
- Misc. Cases
- Industrial Case & others

### **STANDARD CHARTERED BANK**

2007 to Sept. 2008

#### **Worked as a Foreclosure Officer in Legal**

##### **Key Activities**

- Recovery Cases
- Compliance under SARFASI ACT
- Sale of Mortgaged Properties & Others
- Banking Laws & others

### **AWARD & RECGNITIONS**

- Awarded as Employee of the Year 2011 by Genius Consultants Ltd.
- Awarded with Best Training on Legal Aid by CIB, Jadavpur- 2016
- Awarded for deliberation on Cyber Law by Law Minister Mr. MoloY Ghatak- 2018
- Awarded as Sailor of the Year 2016 & 2019
- Best Performer & Best Division Award in 2018
- Best Divisional Head in 2020
- Awarded by CRY for Welfare Activities

### **EXTRA QUALIFICATIONS**

- Certified in Labour Law Training
- Certified in Cyber Security & Law

### **ACADEMIC RECORD**

- ❖ **LL.M.** from Global Open University through Kingstone Law College, Barasat (2017)
- ❖ **B.A.LL.B.** 5 years Course from Calcutta University (Hazra Campus) (2007)
- ❖ **Higher Secondary** (H.S.) Examination from G.P.S.S. in Commerce Stream (2002)
- ❖ **Madhyamik** (Secondary) Examination from Sir. N. N. Inst. (2000)

### **TECHNICAL SKILLS**

**Financial Accounting** from CMC, Kalighat  
**MS Office** (Word, Excel & Power Point Presentation) from CMC Ltd., Kalighat  
**Crash Courses**  
**Cyber Security**

### Personal Details

Date of birth: 29<sup>th</sup> December, 1983  
Father's Name: Mr. Pradip Kr. Chakraborty  
Marital Status: Married  
Present Location: Kolkata



**Date-** Kolkata

**SIGNATURE**

**NOTICE PERIOD – 45 DAYS**

**SALARY SLIP – ATTACHED**

**REFERENCE – 1) MR. VINOD KOTHARI, CA & CS <Mob- 9831078544>  
Vinod Kothari & Co.**

**2) MR. AJOY AGNIHOTRI, ADVOCATE & EX-JUDGE CONSUMER FORUM  
Mob.- 9830576880**