Karimnagar, Telangana
+916309670728
fabhaafreen96@gmail.com

FABHA AFREEN

PROFESSIONAL SUMMARY

Legal professional with strong expertise in contract drafting & review, compliance, legal risk assessment, and academic law training. Over the years, handled litigation matters, drafted legal documents, mentored students, and conducted detailed legal research. Proficient in MS Office, document proofing, and standardized contract templates. Seeking to leverage analytical and drafting skills at a global firm like Deloitte to contribute to corporate legal advisory, contract governance, and risk mitigation.

CORE COMPETENCIES

- Contract Review & Drafting
- Legal Research & Statutory Interpretation
- Legal Risk Analysis & Compliance
- Document Proofreading & Comparison
- Corporate Law & Compliance
- Excellent written and verbal communication
- Multitasking & Project Prioritization
- MS Office
- PGDCA
- Typing
- Stenography

KEY SKILLS

- Drafting & negotiating contracts
- Review of standard legal agreements
- Risk assessment in legal context
- Proofreading
- Document comparison & conversion
- Corporate and labour law expertise
- Strong analytical thinking & attention to detail
- Efficient time & project management

PROFESSIONAL EXPERIENCE

2024 - Current
Assistant Professor of Law I Justice Kumarayya College of Law

- Teach Contract Law, Corporate Law, Labour Law, with emphasis on contractual clauses, obligations and legal compliance.
- Mentor students in drafting & revising contracts, memos, and legal opinions; review student submissions for legal accuracy and risk exposure.
- Coordinate moot court simulations with contract negotiation and drafting components; educate students on legal risks in contracts.
- Conduct seminars/workshops on contract risk, regulatory compliance, and governance best practices.

2021 - 2024
Advocate Karimnagar I District Court

- Drafted, reviewed and filed petitions, agreements, affidavits, legal notices and pleadings; ensured clear and enforceable terms, proper formatting, and compliance with procedural law.
- Conducted research on case law, regulatory statutes, and precedents; assessed risk exposures in civil and labour disputes.
- Assisted senior advocates with contract-related disputes and advisory on contract terms.

CERTIFICATIONS & PROFESSIONAL DEVELOPMENT

- CLM (Contract Lifecycle Management), Seminar Participation, 2024
- PGDCA, Proficiency in Document Management & Reporting
- MS Office (Word, Excel, PowerPoint), Advanced Level
- Certified in Stenography & Typing

ACHIEVEMENTS

- Judge in National Moot Court Competition (Semi-Final & Final Rounds) – evaluated dozens of memorials, marked on merits of drafting & argumentation.
- Winner of Yuvatarang 2016 – Inter-University Chess Tournament – demonstrates strategic thinking & discipline.
- Recognized by students & peers for mentorship & excellence in legal writing & teaching.

LANGUAGES

English
Hindi
Urdu
Telugu

PERSONAL INFORMATION

- Father's Name: Khaja Bahauddin
- Mother's Name: Farzana Nazreen
- Husband's Name: Mohammed Abdul Nawaz
- Date of Birth: 14/12/1996
- Gender: Female
- Nationality: Indian
- Marital status: Married

EDUCATION

2022 - 2024
LLM | **Labour and Employment Law**
Osmania University, Hyderabad

2019 - 2022
LLB
Satavahana University, Karimnagar

2017 - 2019
B.Ed.
Satavahana University, Karimnagar

2014 - 2017
B.Sc. | MPC
Satavahana University, Karimnagar