**CURRICULUM VITAE**

**Zeeshan Rahman**

Kolkata, West Bengal 700016 [zeeshanrahman648@gmail.com](mailto:zeeshanrahman648@gmail.com)

Ph No- 9088555339,6289983065

Hi I am Zeeshan Rahman from legal field and currently working as a legal associate at High court at Calcutta.

# Personal Details

**Date of Birth:** 1998-05-06

**Eligible to work in:** India

**Highest Career Level:** 4 years experience

**Industry:** Legal

**Total years of experience:** 4

# Work Experience

## Legal Consultant

High court Calcutta - Kolkata, West Bengal Jan 2024 to Present

I work here as a legal consultant . Managing consumer complaint , drafting legal notices for consumer's , Filing cyber crimes and assisting in every legal works.

## Legal Associate

Calcutta High Court - Kolkata, West Bengal August 2022 to February 2024

I worked as a legal associate under Mahamudul Hassan with various task including drafting , reviewing documents, communicating with the clients, preparing for hearing, helping senior in managing clients cases from start to finish and assisting in every ways. Have knowledge in MS office.

## Legal Associate

Calcutta High Court - Kolkata, West Bengal March 2021 to July 2022

I worked as a legal associate under Mokarram Hossain with various task including drafting , reviewing documents, communicating with the clients, preparing for hearing, helping senior in managing clients cases from start to finish and assisting in everyways. Have knowledge in Ms office.

# **Legal Associate**

# **Calcutta High Court-Kolkata , West Bengal**

# **February 2019-April 2021**

# I worked as a legal associate under Sandipan Maity with various task including drafting , reviewing documents, communicating with the clients, preparing for hearing, helping senior in managing clients cases from start to finish and assisting in everyways. Have knowledge in MS office.

# Education

## Diploma in Technology Law, Fintech Regulations and Technology Contracts

## Law Sikho

## Pursuing

## May 2024 - May 2025

## Legal drafting in law

## Legal Drafting Course

Henry Harvin - Kolkata, West Bengal January 2024 to March 2024

**Diploma in information Technology in MS office**

computer training institute under state youth center - Kolkata, West Bengal

October 2021

**BA. LLB in Law**

Heritage law college - Kolkata, West Bengal

June 2016 to July 2021

**higher secondary in Humanities**

St Lawrence High School - Kolkata, West Bengal

April 2014 to May 2016

**Secondary (Madhyamik)**

St Anthony’s High School- 2014

**Skills / IT Skills**

1. Legal drafting-

* Loan Agreement
* master service agreement
* Saas Agreement
* non disclosure agreement
* Development Agreement
* Employment Agreement
* Non-Disclosure Agreement
* Deed of Conveyance
* Freelancing Agreement
* Sale Deed
* Deed of exchange
* Draft of Agreement of sale
* Leave and License Agreement
* Partnership Agreement
* Licensing Agreement
* Affiliate Agreement
* Lease Deed
* Mortgage Deed
* General Power of Attorney
* Demand Notice under section 138 of Negotiable Instrument Act
* Post Contractual Agreement

2) Reviewing Documents

3) Legal Documentation

4) Handling Clients

5) MS Office

6) Land Matters-

* Drafting under section 10 of west Bengal Land Reforms and Tenancy Tribunal Act 1997
* Have knowledge in Record of Rights
* Handling civil matters at High court at Calcutta, wakf tribunal and wakf board.

**Languages**

* English - Fluent
* Bengali - Fluent
* Hindi - Native

**Certifications and Licenses**

**All India Bar council licence**

February 2022 to Present

enrolled as an advocate

**Bar council licence of west bengal**

September 2021 to Present

enrolled as an advocate

**Alternative dispute resolution**

October 2023 to Present

certificate course in Alternative Dispute Resolution

**Declaration:-** I hereby declare that the above information are correct to the best of my knowledge.