

MUHAMMAD BILAL RAZA

Address: House No. 4-B, Street No. 31, Parveen Shakir Road, Sector F-7/1, Islamabad

Email:mbrazaadv110@gmail.com

Mobile number: 03411212110

A highly motivated, proactive, and detail-oriented professional with over 3 years of combined experience in the legal field. Holds a bachelor's degree in law along with several development certifications. Currently seeking a challenging position in a reputable organization to contribute effectively while continuing to enhance and grow professionally.

EXPERIENCE

ASSOCIATE LAWYER, ALIS LEGAL CONSULTANTS (Pvt.) LIMITED (LAW FIRM)

- Experienced Associate with extensive hands-on involvement in Company Law, corporate regulatory compliance, and liaison with the Securities and Exchange Commission of Pakistan (SECP).

AREA OF PRACTICE

- Criminal matters including NAB References, Cyber Crime cases, Banking offenses special court cases, CNSA cases, ATC cases, FIA (special court central) cases, bail petitions, criminal trials and miscellaneous applications.
- Family matters including court marriages, suits for maintenance, and dissolutions of marriages, recovery of dower and dowry articles.
- Civil matters including interlocutory orders, suits for declaration and mandatory injunctions, inheritance deed, banking suits etc.
- Intellectual Property matters including copy write, trademarks, infringement, and criminal challan issues.

1-AUGUST-2022 – 01-MARCH-2023

INTERNEE, HANIF LAW ASSOCIATES, ISLAMABAD (LAW FIRM)

- Learned, prepared and filed pleadings, motions, court summons, court warrants, court bailiff, surety bonds(machalka) and other legal documents in court proceedings.
- Paid attention and observed while completing office assignments.
- Gained extensive knowledge of legal research and drafting.
- Worked effectively in fast paced environment.
- Analyzed problems and worked with legal team to develop solutions.
- Learned how to direct and support staff with business registrations and legal requirements.
- Learned how to negotiate settlements and mediate disputes between parties finding mutual beneficial solutions.
- Learned how to develop strategies for court proceedings.

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EDUCATION

MAY 2024

BACHELORS OF LAWS (HONS), INSTITUTE OF LEGAL AND
MANAGEMENT SCIENCE, ISLAMABAD.

2016-2019

BACHELORS OF ARTS (GENERAL),
ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD.

2014-16

HIGHER SECONDARY SCHOOL CERTIFICATE,
ALLAMA IQBAL OPEN UNIVERSITY,
ISLAMABAD

2012-14

SECONDARY SCHOOL CERTIFICATE,
BOARD OF INTERMEDIATE AND
SECONDARY
EDUCATION, FASIALABAD.

SKILLS

- Patience, determination
- Interpersonal
- Team leader, Social Worker
- Written and verbal communication
- Public Speaking
- Committed to team environment dynamic
- Record keeping
- Creative
- Sports man

MEMBERSHIPS:

- Islamabad Bar Council, Islamabad.
- Islamabad Bar Association, Islamabad.
- Islamabad Tax Bar Association, Islamabad.
- Islamabad Run With Us (IRU)
- Margalla Trial Runners (MTR)
- Islamabad Running Club (IRC)

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CERTIFICATIONS:

DEC 2024

Attended "**Bar Vocational Course**" organized by Islamabad Bar Council, Islamabad.

DEC 2024:

Attended "**Conflict Without court: The Mediation Advantage'** workshop organized by Musaliha International Center for Arbitration and Dispute Resolution.

DEC 2024:

Attended "**Conflict Without court: The Mediation Advantage'** workshop organized by GLOBAL UGRAD, PAKISTAN.

SEP 2024:

Attended "**competition law and practice'** awareness session organized by Islamabad High Court Bar Association, Islamabad.

AUG 2024:

Attended "**Art of Cross-Examination'** lecture organized by Islamabad High Court Bar Association, Islamabad.

MAY 2024

RECEIVED "**ENGLISH PROFICIENCY CERTIFICATE**", FROM, INSTITUTE OF LEGAL AND MANAGEMENT SCIENCE, ISLAMABAD.

Languages:

- English
- Urdu
- Saraiki
- Punjabi