

## OUR CLIENTS

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## WORK EXPERIENCE

| Details of full time employment in reverse chronological order as given below:  |  |                    |                   |               |   |
|---|--|--------------------|-------------------|---------------|---|
| Name and address of employer  | Designation, scale of pay  | Type of Engagement | Period of service |               | Nature of duty/ experience  |
|   |  |                    | From              | To            |   |
| a <b>AJANTA PHARMA LIMITED</b> , Ajanta House, 98, Govt. Industrial Estates, Hindustan Naka, Charkop, Kandivali West, Mumbai-400067 | General Manager Legal & Company Secretary Present pay was cost to company Rupees 20,00,000/- (Last year's Form no. 16 is attached for ready reference) | Regular            | November 2011     | January 2014  | <ul style="list-style-type: none"> <li>▪ Reporting to the MD / CFO; heading a team of 6 members</li> <li>▪ Managing entire legal function, Civil &amp; Criminal, IPR i.e. Trademark &amp; Patent</li> <li>▪ Managed entire secretarial functions – splitting of shares, bonus issue, board matters, statutory compliance, of Ajanta Pharma Limited and its group companies, etc.</li> <li>▪ Identifying areas for legal action and initiating legal pursuits for logical conclusions</li> </ul> |
| b <b>Self-employed as legal Consultant</b> operating from my residence  | Legal & Company Secretarial matters  | Ad-hoc             | December 2009     | November 2011 | <ul style="list-style-type: none"> <li>▪ General legal and drafting work and knowledge update</li> </ul>  |
| c <b>DB Hospitality, (DB GROUP OF COMPANIES)</b> , DB House, Gen A K Vaidya Road, Goregaon East, Mumbai-400063                      | <b>Company Secretary and Head of Legal</b>   | Regular            | January 2007      | November 2009 | <ul style="list-style-type: none"> <li>▪ Reporting to the COO &amp; Executive Director / MD / CFO; heading a team of 4 members</li> <li>▪ Managing entire secretarial functions – Board matters, shares, statutory compliance, of 35 companies of DB</li> </ul>   |

|   |   |   |         |               |               |   |
|---|---|---|---------|---------------|---------------|---|
|   |   |   |         |               |               | <p>Hospitality, and IPO formalities of DB Realty (DB Group Companies), etc.</p> <ul style="list-style-type: none"> <li>▪ Identifying areas for legal action and initiating legal pursuits for logical conclusions</li> <li>▪ Maintaining Legal due diligence</li> </ul>   |
| d | <p><b>DLF RETAIL DEVELOPERS LIMITED,</b></p> <p>DLF Centre, 9<sup>th</sup> Floor, Sansad Marg, New Delhi-110001</p>           | <p>General Manager (Corporate Affairs) posted at Mumbai</p> | Regular | February 2006 | January 2007  | <ul style="list-style-type: none"> <li>▪ Reported to the CFO / CEO, headed a team of 8 members</li> <li>▪ Provided functional leadership in Secretarial, Legal, IPO, Finance &amp; Accounts, and General Administration domains</li> </ul>  |
| e | <p><b>NATIONAL TEXTILE CORPORATION (SM) LIMITED,</b></p> <p>Apollo House, 382, N M Joshi Marg, Chinchpokli, Mumbai-400011</p> | <p>Company Secretary, (GM Legal) &amp; Estate Officer</p>   | Regular | August 2001   | February 2006 | <ul style="list-style-type: none"> <li>▪ Reported to the MD / Director Finance, led a team of 6 members</li> <li>▪ As a Principal Officer of the Company &amp; GM Legal, successfully organized ASC Meetings alongside regular Board &amp; General Meetings of the Company</li> <li>▪ Contributed leadership to the team entrusted with the responsibility to sell surplus land of NTC and realized over Rupees 2100 Crores</li> <li>▪ Successfully challenged in the courts, PIL filed by BEAG challenging DCR 58, alongside other property related litigations</li> <li>▪ As Estate Officer - a quasi-judicial authority functioning under the Public Premises</li> </ul> |

|   |   |                                     |         |               |           |   |
|---|---|-------------------------------------|---------|---------------|-----------|---|
|   |   |                                     |         |               |           | (Eviction of Unauthorized Occupants) Act, 1971, decided several cases upheld by the Appellate Authority (City Civil Court/ District Courts) & the High Court  |
| f | <b>STEELAGE INDUSTRIES LIMITED</b> 156, Dr. Mascarenhas Road, Mazgaon, Mumbai-400010    | Company Secretary and Manager Legal | Regular | January 2000  | July 2001 | <ul style="list-style-type: none"> <li>▪ Reported to the MD / CFO, led a team of 4 members</li> <li>▪ Operated as departmental head and successfully managed Secretarial / Legal portfolios</li> <li>▪ Meticulously managed all functions under SEBI (Substantial Acquisition of Shares and Takeover) Regulation, 1997 when a Foreign Company took over shares and control in the Company</li> </ul>  |
| g | <b>SUNSHIELD CHEMICALS LIMITED</b> , Janki Niwas, N C Kelkar Road, Dadar, Mumbai-400028 | Company Secretary                   | Regular | December 1998 | June 2001 | <ul style="list-style-type: none"> <li>▪ Reported to the MD / CFO, led a team of 4 members</li> <li>▪ Managed in-house shareholders population of nearly 3000 listed with Mumbai, Delhi, Ahmedabad and Hyderabad Stock Exchanges</li> <li>▪ Managed Secretarial &amp; Legal, Excise, Customs and Banking affairs work for all group companies.</li> <li>▪ In addition, streamlined Secretarial and Legal functions of Joint Venture Company with</li> </ul> |

|   |  |  |         |  |  |  |
|---|--|--|---------|--|--|--|
|   |  |  |         |  |  | Schenectady<br>Incorporation, USA  |
| h | <b>HICKSON &amp;<br/>DADAJEE<br/>LIMITED</b> , Shree Pant<br>Bhavan, Mamasahab<br>Warekar Bridge,<br>Post Box No. 4126,<br>Mumbai-400007 | i) Company<br>Secretary<br><br>ii) Assistant Co.<br>Secretary & In-<br>charge of<br>Accounts &<br>Excise<br><br>iii) Senior<br>Executive<br><br>iv) Cost Asst. /<br>Junior Executive | Regular | September<br>1996<br><br>January<br>1992<br><br>January<br>1985<br><br>September<br>1978 | August<br>1998<br><br>August<br>1996<br><br>December<br>1991<br><br>December<br>1984 | <ul style="list-style-type: none"> <li>▪ Reported to the MD / WTD, led a team of 10 members</li> </ul> <p><b>Corporate Affairs &amp; Legal:</b></p> <ul style="list-style-type: none"> <li>▪ Performed Company Secretarial and ministerial duties in compliance with relevant provisions of the Companies Act, 1956 and other laws</li> <li>▪ Organized board meetings, prepared &amp; circulated all relevant documents to all board members. Generated minutes of meetings and initiated actions as recommended in the board meetings.</li> <li>▪ Advised the Board of Directors on relevant provisions of various laws relating to Company affairs, legal, Corporate, Industrial and Commercial matters</li> <li>▪ Maintained close Liaison with the Company's Solicitors and Legal Advisors on legal issues</li> <li>▪ Administration &amp; industrial relations:</li> <li>▪ Contributed policy inputs in the areas of Administration / HRD/IR. Facilitated conclusion of settlements with the Trade Unions</li> </ul> <p><b>Finance, Accounts and</b></p> |

|   |   |                  |         |            |   |  |
|---|---|------------------|---------|------------|---|--|
|   |   |                  |         |            | <p><b>Taxation:</b></p> <ul style="list-style-type: none"> <li>▪ Mobilized financial resources in close liaison with banks and financial institutions - M.S.F.C., SICOM, etc</li> <li>▪ Streamlined accounting function and managed books of accounts in computerized environment</li> <li>▪ Provided professional advice on excise and corporate taxation issues to generate advantage for the country.</li> <li>▪ Effectively coordinated with the Internal and Statutory Auditors</li> <li>▪ Implemented cost rationalization measures to contain expenditure within budgetary parameters.</li> <li>▪ Ensured finalization of accounts within defined time schedule</li> </ul> |  |
| i | <p><b>LUBRICHEM INDUSTRIES PRIVATE LIMITED,</b><br/>         Kanji Mansion, 313,<br/>         Sardar V P Road,<br/>         Bombay-400004</p> | Office Assistant | Regular | March 1974 | August 1978   | <ul style="list-style-type: none"> <li>▪ As a fresher I was doing every kind of office work</li> </ul> |
|   |   |                  |         |            |   |  |