

Shubhanshu Sharma

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SUMMARY

Corporate lawyer with a proven track record in contract management, regulatory compliance, risk mitigation, data privacy, and cross-border compliance. Proven ability to manage legal matters across multiple jurisdictions and deliver legal support that aligns with business objectives. Strong stakeholder engagement and communication skills with a focus on regulatory adherence, contract optimization, and legal process improvement.

PROFESSIONAL SKILLS

- Contract Management
- Data Privacy & Protection (GDPR, APAC)
- Legal Research
- Compliance Management (Legal and Regulatory)
- Stakeholder Management
- KYC-AML

TECHNICAL PROFICIENCIES

- Legal Tools: Westlaw, Manupatra, SCC Online
- Productivity: MS Word, Excel, PowerPoint
- Filing Systems: MCA21, GST Portal

PROFESSIONAL EXPERIENCE

Project Executive (Legal), Cognus Technology Limited, Jaipur *Aug 2023 – April 2025*

- Drafted, reviewed, and negotiated commercial agreements across the UK, EU, and Australia, managing the entire contract lifecycle from initiation to execution, compliance and renewal.
- Advised on data privacy matters, including GDPR compliance and drafting of privacy notices and consent forms.
- Facilitated communication between legal, procurement, and operational teams to streamline contract implementation and ensure alignment with project goals.

Legal Associate, Shardul Amarchand Mangaldas, Mumbai *Dec 2020 – June 2022*

- Reviewed, structured, and negotiated various types of commercial contracts with a focus on enforceability and risk management.
- Drafted legal documents such as notices, board meeting agendas, and minutes in compliance with Secretarial Standards (SS-1 & SS-2).

- Provided legal advisory on GST, employment laws, and international commercial arbitration.
 - Ensured regulatory compliance through KYC and AML frameworks.
 - Interfaced with internal stakeholders and external clients to address legal concerns and drive contract approvals.
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INTERNSHIP

CS Article, Aniruddh Bhardwaj & Associates, Jaipur

July 2018 – Oct 2019

- Executed secretarial compliance tasks including ROC filings on MCA21 portal namely DIR-3 (Director KYC), MGT-14 (resolutions), AOC-4 & MGT-7 (joint filing for annual financials).
 - Prepared and filed statutory documents and returns under the Companies Act, 2013.
 - Assisted in drafting Board resolutions, notices, and supporting secretarial records.
 - Contributed to company incorporations, GST return filings, and maintaining statutory registers.
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EDUCATIONAL BACKGROUND

- CS (Executive), ICSI
 - LLM (Corporate Laws), NMIMS (Mumbai) 2022-2023
 - LLB, University of Rajasthan, Jaipur, 2018-2022
 - B. Com, DAVV, Indore, 2014-2017
 - 12th Christ Jyoti Sr, Sec. School, Satna, 2014
 - 10th Christ Jyoti Sr, Sec. School, Satna, 2012
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PAPERS

- Dissertation on Contribution of Audit in Cement Industries
 - Crypto and the future ahead
 - International Commercial Arbitration
 - International Tax Treaties
 - Corporate Social Responsibility of Hindustan Unilever Limited
 - Merger and Amalgamation in Entertainment Industries
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LANGUAGES

- English (Professional)
- Hindi (Native)

