

Naveed Riaz

Advocate

Contact: +91-9906720323 | **Email:** shahsaeb@gmail.com

Location: Srinagar, Jammu & Kashmir

Professional Summary

Dedicated and experienced advocate with a strong background in civil and criminal litigation, legal drafting, and financial advisory. Expertise in handling complex cases at the Jammu and Kashmir High Court, district courts, and various tribunals. Proven ability to manage client consultations, draft critical legal documents, and represent high-profile clients effectively.

Professional Experience

Associate Advocate

Legal Solutions Kashmir | Srinagar

Oct 2020 – Present

- Practiced civil and criminal litigation at the High Court of Jammu and Kashmir and district courts.
- Drafted legal documents, including writs, Special Leave Petitions, and sale/rent/trust deeds.
- Represented corporate clients such as Bajaj Allianz and ICICI General Insurance in over 100 consumer cases.
- Appeared before the Debt Recovery Tribunal, Central Administrative Tribunal, and other forums.
- Conducted client consultations and provided strategic legal guidance.

Junior Associate

Legal Solutions Kashmir | Srinagar

Mar 2019 – Sep 2020

- Supported senior associates in handling diverse legal cases.
- Prepared legal drafts, contracts, and filings for court proceedings.

Financial and Legal Advisor

Alif Remedies Pvt Ltd | Srinagar

Apr 2017 – Feb 2019

- Managed financial portfolios and provided legal counsel on investment strategies.
- Drafted and reviewed contracts for vendors, distributors, and internal teams.
- Offered financial and legal advisory services to the management.

Manager Operations

Star Hajj and Umrah Services Pvt Ltd | Srinagar

Mar 2014 – Apr 2017

- Coordinated over 1,000 pilgrimage trips, ensuring seamless travel experiences.
- Led a team of advisors to assist clients with travel planning and logistics.

Life Insurance Advisor

Life Insurance Corporation of India | Srinagar

Mar 2011 – Mar 2014

- Achieved consistent sales targets through effective customer education initiatives.
 - Organized insurance awareness camps and seminars.
-

Education

Master of Commerce (M.Com)

Indira Gandhi National Open University | Srinagar

2017 – 2020

- Specialized in International Business Operations.

Bachelor of Laws (LLB)

University of Kashmir | Srinagar

2014 – 2018

- Focus on Contract Law, Criminal and Civil Procedure, Environmental Law, and Jurisprudence.
-

Key Skills

- Civil and Criminal Litigation
 - Legal Drafting and Documentation
 - Contract Negotiation
 - Financial Advisory
 - Client Relationship Management
-

Languages

- English: Fluent
- Urdu: Fluent
- Kashmiri: Native