

# **MUHAMMAD AMMAR**

## **WALI CHAUDHARY**

Nationality: Pakistani  
Date of Birth: September 08, 1991  
Marital Status: Married

House No. 96/A, Punjab Government Servant  
Housing Foundation Scheme, Mohlanwal,  
Multan Road, Lahore, Punjab, Pakistan.

+92 302 286 4686

+92 332 687 4070

[ammarwali555@gmail.com](mailto:ammarwali555@gmail.com)

---



Highly self motivated and goal oriented individual with enhanced skills in Litigation, Drafting and Legal Research with special reference to Corporate Affairs. A quick learner, committed to make significant contributions.

### **❖ PROFESSIONAL EXPERIENCE:**

#### **SENIOR MANAGER ADMINISTRATION & LEGAL**

#### **M/S COASTAL JADE TECHNOLOGY (PRIVATE) LIMITED (VIVO FACTORY)**

**Faisalabad – Jan 2021 – Present**

- Managing the Transport Arrangements of the Company for more than 1,400 Employees via more than 45 Vehicles (Including Daewoo Buses, Coasters & Cars) in Both the Day & Night Shifts.
- Managing the Security & Safety Arrangements of the Factory, Warehouse & 08 Dormitories via a Security & Safety Team of More than 90 Personnel.
- Managing the House-Keeping & Canteen Arrangements for more than 1,400 Employees in the Both the Day & Night Shifts.
- Managing the different New Projects of the Company along with the Maintenance of All the Projects.
- Monitoring the Low Cost Team Management.
- Managing All the Responsibilities of the 08 different Dormitories.
- Managing the Fixed Assets Record of the Company.
- Monitoring the Employee Health & Safety (EHS) Rules & Regulations.
- Managing All the Legal & Corporate Affairs of the Company. Furthermore, dealing with different Government Departments including Employees Old-Age Benefits Institution (EOBI), Punjab Employees Social Security Institution (PESSI), Labor Department, Civil Defense, Environment Protection Agency (EPA), Tehsil Municipal Administration (TMA) & Local District Police and Administration.

- Dealing with the Ministry of Interior (MOI) Government of Pakistan for the Visa Renewal of All the Chinese Officials of the Company.

## **MANAGER LEGAL AFFAIRS**

### **M/S VIVO ELECTRIC (PRIVATE) LIMITED**

**Lahore – Jan 2018 – Jan 2021**

- Attending Court Hearings of different Cases of the Company and preparing for the same beforehand.
- Preparing Contracts/Agreements and other Legal Documents for the Company.
- Settling Disputes and supervising different matters of different Branch Offices of the Company.
- Analyzing different legal documents.
- Negotiating different issues of the Company with the different Government Departments e.g Interior Ministry, Home Department, Deputy Commissioner Offices and DPO Offices etc.
- Applying and completing the process of No Objection Certificate (NOC) for any newly formed Branch Office of the Company.
- Drafting different Rules and Regulations for the Company according to the Law and instructions of the Company Management.
- Dealing with the different Law Enforcement Agencies of Pakistan in regard to Security Clearance Issues of the Foreigners.
- Representing the Company at any forum and advising it on all of its Legal issues.
- Assisting the Company Management of the Company on the Visa Issues.

## **ASSISTANT MANAGER LEGAL & CONTRACTS**

### **ALBAYRAK GROUP**

**Lahore - Jul 2016 – Jan 2018**

- Prepared & evaluated more than 15 Technical Financial Tenders for a range of Construction Projects mainly Pakistan Kidney & Liver Hospital Lahore and O&M of Sanitary Landfill Site and Lakhodair.
- Providing Legal Framework for different Projects and appearing in different Company Cases.
- Negotiating and drafting Contracts with the Third Party Vendors, Service Providers & Gov. Institutions.
- Drafting different types of Letters to discuss different issues with different Clients such as Lahore Waste Management Company (LWMC), Punjab Mass-Transit Authority (PMA) and Lahore Transport Company (LTC).
- Dealing with all the accidents occurred during work due to the Company vehicles/machinery and afterwards completing all the mutual negotiations, Police work and Court Proceedings regarding the same.
- Drafting different Labor and Civil Cases and appearing in the same.

## **ASSOCIATE LAWYER**

### **LEGHARI LAW FIRM**

**Lahore – April 2016 – June 2016**

- Drafting different Cases and appearing before different Courts and Tribunals.
- Studying different Case Laws and Statutes.
- Writing up legal documents like Will, Trusts and Gifts.
- Involved in out of Court settlements.
- Preparing arguments to be heard in a trial.
- Completing the procedure of authorization of gifts.
- Gathering and organizing evidence on behalf of Clients.
- Preparing questions which are to be asked to different witnesses.
- Interviewing witnesses, defendants and clients.
- Appearing before legislative and regulatory bodies or government agencies.
- Negotiating with other barristers, solicitors, legal executives and their clients.
- Interpreting and explaining the Law clearly to both Individual and Corporate Clients.
- Coordinating, planning and building different regulations.
- Advising various businesses on the impact, interpretation and implementation of new policies and legislation.

## **ASSOCIATE LAWYER**

### **ZIA LAW FIRM**

**Lahore- May 2015 – March 2016**

- Providing consultancy to different corporations regarding legal rights, obligations and privileges.
- Studying Constitution, Statutes, Decisions and Orders of Quasi-Judicial Bodies.
- Drafting different Civil, Corporate and Banking Cases and appearing before different Courts and Tribunals.
- Providing accurate, timely and effective legal advice to Clients.
- Studying police reports, interview transcripts, medical records and other facts to make a good case for the Plaintiff.
- Advising colleagues on all legal matters, suggesting courses of action.
- Presenting evidence in Court to support Clients in legal proceedings.
- Giving oral arguments in different Courts of Law.
- Shaping the Client's expectations on what can be realistically achieved.
- Getting to know Clients and developing and maintaining relationships with them.
- Looking for evidence that will back up a Client's case.
- Researching precedents in Law Libraries and then using the findings to provide a defense for the Clients to support their cases in Court.

## ❖ **ACADEMIC QUALIFICATIONS:**

- **THE UNIVERSITY OF LAHORE, LAHORE (2015-2017)**  
**LATIN LEGUM MAGISTER (LLM)**  
2 Years Master Program in Law  
Majors in Alternate Dispute Resolution, Human Rights and Intellectual Property
- **THE PUNJAB UNIVERSITY LAW COLLEGE, LAHORE (2016 - 2017)**  
**DIPLOMA IN CORPORATE LAW PRACTICE (DCLP)**  
1 Year Professional Diploma
- **THE PUNJAB UNIVERSITY LAW COLLEGE, LAHORE (2016 - 2017)**  
**DIPLOMA IN TAXATION LAW PRACTICE (DTL)**  
1 Year Professional Diploma
- **THE UNIVERSITY OF THE PUNJAB, LAHORE (2012 - 2015)**  
**LITERALLY LEGUM BACCALAUREUS (LLB)**  
3 Years Bachelor Program in Law  
Interests in Civil Law, Law of Contracts and Criminal Law
- **THE UNIVERSITY OF THE PUNJAB, LAHORE (2010 - 2012)**  
**BACHELORS PROGRAM IN ARTS (BA)**  
2 Years Bachelors Program with Majors including Journalism, Education and Persian
- **DIVISIONAL PUBLIC SCHOOL AND COLLEGE, FAISALABAD (2008-2010)**  
**INTERMEDIATE IN SCIENCE (FSC. PRE MED)**  
2 Years Intermediate Program in Medical Sciences with Majors including Biology, Physics and Chemistry.

## ❖ **PROFESSIONAL MEMBERSHIPS:**

- Life Member – Lahore High Court Bar Association, Lahore
- Life Member – Lahore Bar Association, Lahore

## ❖ **COMPUTER PROFICIENCIES & LANGUAGE:**

- Use of Microsoft Office (MS Word, MS Excel, MS Power Point).
- Use of email and open source internet searches.
- Excellent proficiency in written and verbal communications in English, Urdu & Punjabi.

## ❖ **SKILLS AND INTERESTS**

- Leadership, Planning, Organizing, Team-Play and Self-Discipline.
- Football, Cricket, Reading, Swimming and Music.