

SABA MEHWISH MEMON

Advocate High Court

Highly focused, confident, and dedicated Lawyer with a strong sense of values, passion for the truth, and a thirst for justice. Seeks to establish a career within the field of law to uphold and utilize the full strength of the law, to help those in need to find trust and faith in our judicial system.

Experience

COMPANY SECRETARY

SINDH ENTERPRISE DEVELOPMENT FUND

1st December, 2014 - Present

- Serving as the primary point of contact for the board of directors, shareholders, and regulatory authorities on corporate governance matters.
- Coordinating and facilitating board meetings, including preparing agendas, working Papers, board packs, and minutes.
- Ensuring compliance with statutory and regulatory requirements, including filing annual returns, disclosures, and resolutions.
- Drafting and filing statutory documents, such as annual returns, board resolutions, and meeting minutes.
- Maintaining corporate records, registers, and statutory books as per the applicable laws and regulations.
- Advising management and board members on corporate governance best practices, legal requirements, and compliance issues.
- Managing shareholder communications, including organizing annual general meetings and handling shareholder inquiries. Guiding corporate governance best practices and implementing governance frameworks.

Manager Legal (Settlement & Execution)

K- Electric Pvt.Ltd

17th July, 2023 - 30th November 2024

Provide leadership and ensure efficient and effective management of staff and resources in the Legal Department & Contract Negotiation Regulatory Compliance, Administration & Litigation Management.



Contact

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Email

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Address

B/3, Popular Villaz, main
National Highway, Malir, Karachi

Education

2014- 2019 SZABUL

Bachelors of Law (LLB)

2022- 2024 SZABUL

Masters in Law (LLM-Corporate)

Expertise

- Sound knowledge & extensive experience of law which involved in vide cases.
- Ability to coordinate with clients for Satisfactory manners.
- Superb functioning command on Civil & Criminal Codes Excellent argue technique in the Honorable Courts.
- Drafting Skills with vide knowledge of Various laws in extensive manner.

Language

English

Urdu

- Negotiating and drafting various legal agreements and contracts.
- Representing the organization in legal proceedings when necessary.
- Collaborating with other departments to ensure legal compliance in business activities.
- Providing training to employees on legal matters and compliance requirements.
- Advising senior management on legal implications and potential risks.

Associate Corporate Lawyer

Azam & Rai (Advocates & Legal Associates)

1st Oct, 2022- 15th July, 2023

Areas of Expertise: Banking, Commercial/Business Transactions, Competition/Anti-Trust, Contracts, Corporate, Employment and Labor, Information Technology, Intellectual Property, Investment (Foreign and Domestic)

- Drafting and reviewing contracts including leases, purchase agreements, and other legal documents. Negotiating contract terms with clients, vendors, and other parties.
- Providing legal advice on contract interpretation and obligations.
- Ensuring compliance with all applicable laws and regulations
- Identifying and mitigating potential legal risks within contractual agreements
- Maintaining organized records of executed contracts and related documents
- Updating contractual policies and procedures as needed to align with current laws.
- Conducting legal research to support contract negotiations and development.

Associate Lawyer

Memon Law Associates (Advocates & Legal Consultants)

18th Feb 2019-15th July 2023

Four years experience in, Corporate, Civil & Criminal Litigations. Drafting, reviewing, negotiating, Legal Research, and litigating a broad range of legal cases for multiple client types while effectively interpreting laws, rules, and regulations and analyzing the probable outcome. My role as an Associate Lawyer involves the following duties: Overseeing client and vendor contracts, Providing commercially sensible and cost-effective legal advice for construction contracts management, Conducting legal research, Preparing damage claims, Resolving buy-sell disputes and property infringements, arbitration, litigation, and mediation support.

Legal Advisor & Litigation Management

M/S Humair Associates

2020-2022

Prepare the appropriate legal documents for trial or court proceedings, Represent the company in legal proceedings, design and oversee the Company's policy and position on legal matters, Protect the company against legal risks and violations, Examine the legal issues related to new products and services, Negotiate deals on behalf of the company, Guide management on regulatory and compliance issues to ensure compliance with legal regulations

Publications

- **Doctrine of Per-incuriam (PLD Law Journal, May Edition-2023)**

Doctrine Of Per -incuriam is a decision without applying logical, judicial, law mind. In this article, titled [Doctrine of Per-incuriam], through extensive research and analysis, I aim to provide valuable insights in the field of law.

- **Doctrine of Merger & Comity (PLD Law Journal, July Edition-2023)**

Doctrine of Merger is a legal principle that applies when two legal rights or interests combine, resulting in one of them becoming extinguished or absorbed by the other. Doctrine of Comity refers to the recognition and respect that courts and other legal authorities give to the laws and judicial decisions of other countries or jurisdictions.

- **Limitation is a law, not a technicality(PLD Law Journal, November Edition-2023)**

This article refers to the concept of limitation plays a vital role in the legal systems of numerous jurisdictions globally. While commonly regarded as a minor technicality, limitations are often misunderstood or undervalued in legal discussions. Yet, upon closer scrutiny, it becomes clear that limitation extends beyond a mere procedural or administrative element of law.

- **Concept of Ad-hoc & Ad-hoc Judges in Pakistan (PLD Law Journal, March Edition-2024)**

Delving into the intricacies of legal practice, this article explores the significance and implications of ad hoc appointments within the judicial system of Pakistan.

- **Coram Non Judice (<https://www.linkedin.com/pulse/coram-non-judice-advocate-saba-mehwish-memon>)**

Coram Non-Judice, Want of Jurisdiction, having no jurisdiction, & lack of Jurisdiction are some simple words having wider. Any Decision obtained by the court having no Jurisdiction to entertain such matter is nothing but Coram non-judice and nullity in the eyes of the law.

- **JUDICIAL TYRANNY (LinkedIn.Com)**

The Need for Checks on Judicial Authority (Discretionary not Favoritism)

- **Pakistani State's Interaction with Women Rights (<https://www.linkedin.com/pulse/pakistani-states-interaction-women-rights-advocate-saba-mehwish-memon>)**

The status of women in Pakistan differs considerably across classes, regions and the rural/urban divide due to the uneven socioeconomic development and the impact of tribal and feudal social formations on lives of women in Pakistan.

Third Party Intervention In Criminal proceedings

(<https://www.linkedin.com/pulse/third-party-intervention-criminal-cases-advocate-saba-mehwish-memon->)

This article explores the role of third parties in criminal litigation, examining who has the right to intervene and under what circumstances. It delves into the concept of locus standi, defining the legal standing necessary for third-party involvement. The article concludes by analyzing recent trends, the impact of human rights organizations, and international perspectives, emphasizing the delicate balance required to maintain.

CERTIFICATES & Trainings

- **Advocacy Award-November 2020** (By Justice Shahab ud Din Sarki)
- **Certificate of Completion of Six weeks Internship Program for young Lawyers & Advocates - March 2021** (By Sindh Judicial Academy)
- **Certificate of Appreciation for outstanding performance in Six weeks Internship Program for young Lawyers & Advocates -March 2021** (By Sindh Judicial Academy)
- **Certificate of Completion E- Learning Module of Administration of Criminal Justice -March 2021** (By Sindh Judicial Academy)
- **Certificate of Accreditation on three day training on Human Rights safeguard in the administration of Justice in Sindh organized** (By Sindh Judicial Academy & EU promotion of Human Rights in Pakistan | Programme (Huqooq-e-Pakistan) -March 2021)
- **Certificate of Completion of two days training program on Child Rights Protection-February-2021** (By Legal Rights Forum & Human Rights Commission Pakistan)
- **Certificate of Completing two days training on Arbitration & Mediation Laws in Pakistan BY MICADR & K-Electric, September-2023**
- **CERTIFICATE OF COMPLETION OF THE TRAINING PROGRAM ON IT Orientation Plan-August 24, 2023, by K-Electric.**
- **CERTIFICATE OF COMPLETION OF TRAINING PROGRAM TITLED Information Security Awareness-August 25, 2023, By K-Electric**
- **CERTIFICATE OF COMPLETION OF TRAINING PROGRAM TITLED HARRASSMENT AT WORKPLACE -August 28, 2023, By K-Electric**
- **CERTIFICATE OF COMPLETION THIS IS TO CERTIFY TRAINING PROGRAM TITLED HSE Orientation ON August 29, 2023, By K-Electric**
- **CERTIFICATE OF COMPLETION OF COMPLETED THE TRAINING PROGRAM ON Leadership Skills -July 3, 2024, By K-Electric**
- **Certificate of Completing Two days training on Microsoft-Excel-July,2024 By K-Electric**