

SANDARA NOOR

Lawyer - Educator

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SUMMARY

Highly motivated and professional individual with over 10 years of experience in the domain of law and education. Proficient in research, drafting and vetting legal documents, as well as possess skills such as classroom management, lesson planning and differentiated instruction as a teacher. Possess exceptional communication and interpersonal skills with a proven ability to work independently and as part of a team.

Member Islamabad Bar Council, Lifetime member of Islamabad District Court Bar, Advocate District Courts 2013, Advocate High Court 2016

EDUCATION

University of London

Bachelor of Law (LLB)
2010 – 2013

Nottingham Trent University

LLM in International Trade and Corporate Law
2020 – 2022

SKILLS

- Strong organizational and project management, and coordination and delegation of tasks
- Exceptional communication and interpersonal skills
- Ability to work independently and as part of a team
- Detail-oriented and able to handle multiple tasks simultaneously
- Experience in MS Office

CERTIFICATIONS

University of London | Dec 2018

2 day training on International Foundation Programme held in Dubai

Harvard Graduate School of Education | Jul 2024 – Aug 2024

Introduction to Data Wise: A collaborative process to improve learning and teaching.

PROFESSIONAL EXPERIENCE

Senior Lecturer

Lords College International | January 2021 – Present

- Responsible as lecturer on subjects assigned by the Institute and prepare students for annual examinations held by University of London. Subjects taught are Property law and Jurisprudence

Senior Lecturer

Roots IVY | August 2023 – present

- Responsible as a lecturer to prepare students for University of London and University of Bedfordshire courses which include Jurisprudence, Property law and Commercial law.

Administrator and Senior Lecturer

LGS International Degree Programme | Aug 2017 – May 2023

- Unrolled the University of London programmes (including, BBA, EMFSS, IFP and LLB) at the Islamabad campus, LGS.
- Taught LLB courses which included IFP law, Public Law, EU law, Property Law, Jurisprudence, Islamic law and A level Law
- Achieved two global distinctions in Public law and Jurisprudence.

Lecturer

Islamabad School of Law | Oct 2013 – May 2017

- Responsible as lecturer on subjects assigned by ISL for LLB and LLM for University of London modules which include Jurisprudence, Public law, Corporate governance and, Compliance and International dispute resolution.

REFERENCES

- Rashid Kahloon

Director Academics for University of London Programmes

International School of Lahore

phone: 0092-321-443377

- Chaudhary Badar Iqbal

Advocate High Court

Managing Partner HKN Law firm

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phone: 0092-312-312332

PROFESSIONAL EXPERIENCE

Assistant Manager Legal

Pakistan Telecommunications Company Ltd. | Oct 2015 - April 2016

- Responsibilities included looking after litigation especially pertaining to property cases in Islamabad and 16 other regions of Pakistan.
- Rendered legal opinions for protecting the interests of PTCL, drafted and vetted contracts, liaised with external counsels for coordinating and dealing with PTCL's cases filed in different courts of Pakistan.
- Appearing on behalf of PTCL in tribunals, lower courts and the High Court of Islamabad

Associate

Legal Oracles | Sept 2014 - Oct 2015

- Represented clients including Nokia Simmens, Huawei, Philip Morrison, Bank of Khyber, All Association of Pakistan Paper Merchants (AAPPMA) in both contentious and non-contentious areas of legal practice in all three jurisdictions i.e., Pakistan, Afghanistan and U.A.E in litigation matters as well as providing corporate consultancy services.
- Rendered legal opinions, drafted agreements and contracts, dealt with matters relating to trade organizations, tax, trade and customs.

Graduate Trainee

Telenor Pak | Jun 2014 - Aug 2014

- Drafted and vetted basic contracts with international and national entities, prepared legal opinions on matters relating to HR, franchise agreements, employee, tax matters, property and other important issues which include internal and external matters related to Telenor

Associate

Afzal & Afzal Law firm | Jun 2013 - May 2014

- Responsibilities at Afzal law firm included filing, drafting and assisting the senior partners in appearing in the lower courts and High court in cases pertaining to corporate, commercial and constitutional cases. Also conducted extensive case-law and other relevant legal research for cases and preparing arguments.