

IQRA IMTIAZ

Advocate High Court

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SUMMARY

I am a creative and skilled lawyer with extensive corporate, intellectual property, tax, and civil law knowledge. Dedicated to delivering exceptional legal services and consultation to diverse clients. I am seeking an opportunity to work for an organization that can help enhance both my skills and personality. My goal is to maximize my potential and contribute to the growth of the organization

WORK EXPERIENCE

Advocate High Court - Punjab Bar Council March 2025 - Present

- Licensed Advocate from Punjab Bar Council
- Areas of expertise: Corporate, Taxation, Civil, Family, and Criminal Law

Tax and Corporate Consultant - International Professional Associates March 2024 - Present

- Preparing and filing tax returns for individuals and corporations
- Overseeing patent, copyright, SMC, and LLP registrations
- Maintaining accurate client data in Excel
- Providing legal guidance, including the delivery of notices

Intern/Associate - Khan Khail Law Associates August 2022 - Feb 2024

- In-depth legal research on relevant statutes, rules, legal precedents, and case law
 - Drafting various legal papers, including pleadings, contracts, briefs, and legal opinions
 - Direct client interaction for case information gathering, progress updates, and legal advice along with presenting clients in the court.
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EDUCATION

- **Bachelor of Law (BA/LLB Hons.)** Sep 2017 - June 2022
International Islamic University, Islamabad
 - **FSc** 2017
Government Postgraduate College for Women
 - **Matric** 2014
Fauji Foundation Model School
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ADDITIONAL INFORMATION

- **Skills:** Drafting legal documents; analytical and research skills; team collaboration; communication skills; Microsoft Excel and Word, bookkeeping.
- **Languages:** English, Urdu.
- **Certifications:** Legal Practitioner License, Bar Vocational Course, Company Law in Context, Chartered Institute of Arbitrators, and Careers in Arbitration on Forage.
- **Awards/Activities:** Received the Award for outstanding contributions as an Event Representative at the 16th Young Leaders Summit by Positive Pakistan Foundation.