

# Karan Garg

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🌐 www.linkedin.com/in/karan-garg-profile

## WORK EXPERIENCE

### Profile Summary

A highly skilled in-house legal professional with expertise ranging from managing legal affairs to contract lifecycle, compliance, and data protection in North America, Europe and Asia-Pacific regions. Demonstrated ability to manage and support cross-functional teams, mitigate legal risks, and resolve disputes. Adept at balancing legal requirements with business objectives, delivering practical solutions in fast-paced environments. Currently pursuing a Master's in Business Management to bring a strategic and holistic outlook incorporating business framework to legal and policy challenges.

### **Dragonfly Intelligence UK Independent Consultant**

**July 2024- August 2024**

- **Policy Analysis and Advisory - Researched, tracked and analyzed** the ongoing Middle East conflict relating to Israel, in order to advise clients regarding their business concerns and queries.

### **FiscalNote India (subsidiary of U.S-based FiscalNote Inc.)**

**December 2023 - May 2024**

#### **Research Associate, Professional Services - Public Policy and Issues**

- **Policy Analysis**: Researched and analyzed legislations, regulations pertaining to the U.S., at the federal level as well as for 50 states of the U.S.
- **Policy Advisory**: Provided customised policy briefs, opinions and summaries to 15+ international clients, pertaining to the technology and finance sector in the U.S on various niche issues such as Data Privacy, Artificial Intelligence, Employment laws etc.

### **Athena Education (Ed-Tech), Gurugram, Haryana, India**

**Nov 2022 - June 2023**

#### **Senior Associate - (Legal & Policy)**

- In addition to the below mentioned responsibilities of managing legal affairs of the organization, this role of Senior Associate - (Legal & Policy) focuses heavily on policy advocacy, with regards to education policy in India and writing on education-related issues
- Assisted the sister organizations of Athena Education, namely **Florence Capital (Fintech Product of Hora.ai) and Sitare Foundation (NGO)** with their legal queries and tasks
- **Data Protection**: Held the position of **Grievance Officer** for resolution of queries related to privacy policy of the organization's website, **handling various data deletion requests and other related customer queries** in compliance with the Indian Data Protection laws

### **Athena Education (Ed- Tech), Gurugram, Haryana, India**

**Apr 2021 - Oct 2022**

#### **Associate- Legal and People & Culture**

- **Contract Management and Contract Database Management**: Managed complete lifecycle of more than 100 Commercial Agreements, customized to suit the specific business requirements and balancing the organization's business interests against any associated risks, including a variety of Service, Partnership and Employment Agreements, NDAs, MoUs and specialized agreements such as Terms of Use and Privacy Policies, SaaS Agreement, Tech-based agreements, Copyright Assignment Agreement etc.
- **Compliance Management**: Ensured that the organization is up to date and compliant with rules and regulations mandated by the regulatory authorities. Additionally, formulated procedures and policies to ensure compliance with applicable rules and regulations.
- **Legal Advisory**: Researched and advised on various legal issues faced by the organization including employee disputes, HR-related issues and compliances as well as legal issues pertaining to organizational business strategy
- **Litigation Management**: Assisted and coordinated with external counsels to manage various trademark filings and counselling on other legal aspects
- **Knowledge Management**: Created 12 monthly-curated newsletters consisting of regulatory and policy updates pertaining to Fintech, Education and Governance related policy developments in India
- **Recruitment**: Led the recruitment for 5 senior/manager level positions
- **Employee Onboarding and Offboarding**: Assisted with initial onboarding of 40+ employees by

preparing the employment agreements, explaining the organizational policies, addressing any associated concerns

- **Conflict Management**: Addressed and resolved 50+ employee concerns related to the organization's policies
- **Vendor Management**: Coordinated with 10+ external vendors to ensure smooth functioning of the organization's systems and processes

**Chambers of Adv. C.M Thapliyal, Saket Court, New Delhi, India**

**Aug 2018 – Jan 2021**

**Associate**

- Managed drafting and filing of **30+ petitions**.
- Areas of Legal Practice included :
  - **Criminal law**: Drafted Bail Applications, Application under Section 156 (3) of Indian Criminal Procedure Code 1973
  - **Family/Matrimonial law**: Petition for Divorce under Section 13 (1) (ia) of Hindu Marriage Act 1955 (H.M.A), Petition for Divorce by Mutual Consent under Section 13B of H.M.A 1955 etc.
  - **Civil law**: Complaint under Section 138 Indian Negotiable Instruments Act 1881, Suit for Permanent Injunction
- **Drafted 40+ Legal Notices** and Replies to Legal Notice
- **Facilitated 10+ Mediation proceedings** in family court with regards to matrimonial disputes

**CERTIFICATIONS**

- **Diploma in International Contract Drafting and Enforcement - Lawsikho: Currently Pursuing**
- **Introduction to Practical Contract Drafting - Lawsikho (July 2021)**
- **Develop various types of legal documents - By Management & Entrepreneur and Professional Skills Council (MEPSC)**  
(conforming to National Skills Qualification Framework Level- 4 and recognised by Ministry of Skill Development and Entrepreneurship)
- **Certificate of Practice - Bar Council of India (March 2019)**

**INTERNSHIP**

**Chambers of Adv. Ravinder Mohan Aggarwal, Delhi High Court, New Delhi , India**      **June 2018 - July 2018**

- Assisted in cases pertaining to medical negligence by hospitals - Researched various aspects of medico-legal issues by studying Consumer Protection Act, case laws and ongoing pleadings to gain holistic understanding of the pertinent issues involved
- Assisted in drafting the pleadings and formulating case strategy

**EDUCATION**

Masters in Business Management ( <b>Currently pursuing</b> )	2024-25	Kemmy Business School, University of Limerick, Ireland
Bachelor of Laws (LLB)	2015-18	Faculty of Law, Delhi University, India
Bachelor of Arts (B.A) Hons Political Science	2012-15	Delhi College of Arts and Commerce, Delhi University, New Delhi, India
Senior Secondary School	2012	Sanskriti School, New Delhi, India

**EXTRA CURRICULAR ACTIVITIES**

- **Pravah (2011)** - Visited Pabela village in Uttarakhand, India to work with youth and adolescents to help impart education to the underprivileged section of the society.
- **Umang (2009)** - Participated in an effort to reach out to our neighboring slum children to occupy them gainfully in the afternoon hours, so that they can add value to their lives by learning useful skills.