

## CURRICULUM VITAE

Tasfia Tabassum Itu

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### EDUCATION AND QUALIFICATIONS

- 2019**                    **Master of Laws (LLM)** in Comparative International Dispute Resolution from Queen Mary University of London, UK.
- 2016**                    **Called to the Bar of England and Wales** from Lincoln's Inn.
- 2016**                    **Bar Professional Training Course (BPTC)** from City Law School, City University, UK.
- 2014**                    **LLB (Honors)** from the University of London (External Program)

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### RECORD OF EMPLOYMENT

- 2021- Present**                    Manager, Legal Affairs and Corporate Documentation at BIGD
- March 2020- April 2020**                    Legal Officer at Transcom Ltd.

Part of the team in the legal department responsible for advising on compliance with regulatory and legal requirements related to public procurement laws, banking and financial laws, fiscal laws, land registration laws, labor laws and conducting risk management on a case to case basis. Additional duties include drafting and vetting of various documentation.

- June 2016-March 2017**                    Junior Associate at Grays Chambers

During my time at the chamber I have gained expertise in drafting and vetting general commercial agreements, investment agreements, distributorship and agency agreements, supply and services agreements, share purchase agreements, construction contracts based on FIDIC, joint venture agreements, employment contracts and tripartite agreements for land development.

**May 2017 till August 2018** Junior Associate at the Justice Corner

Gained substantial experience assisting my senior colleagues in case preparation and drafting in relation to litigation before the High Court Division of the Supreme Court of Bangladesh, District Courts, various tribunals and as well as commercial arbitrations.

In relation to banking practice I have gained substantial experience in dealing with matters in relation to syndicated loan transactions. I have acquired experience in drafting and vetting of loan documentation and related security documentation including facility agreements, hypothecation documents, deeds of mortgage and powers of attorney as well as forms required to be submitted before the office of the registrar of joint stock companies and firms.