



SVB DEVELOPERS
EXPERIENCE THE DIFFERENCE

Career Opportunity: Legal Advisor

Job Title:

Legal Advisor

No. of Openings:

3

Location:

HSR Layout, Bengaluru

Roles & Responsibilities:

- Compile available documents, identify further documentation requirements, and present them to Management for analysis.
- Draft legal documents such as Preliminary title flow and title opinion, MOU, Joint Development Agreement, Sales Deed, Agreement to Sell, Agreement to Build, Sale Deed in favour of the end customers, draft notices, reply notices to customer notices/complaints, public notice, police complaints, etc., ensuring adherence to Organisational guidelines and statutory requirements.
- Work closely with the Liaison Department, including securing revenue documents such as RTCs, ECs, etc., if needed by way of RTI applications. Coordinate with Bankers, Advocates, consultants, CRM, etc.
- Periodically interact with external advocates on all legal-related issues concerning the Organisation, e.g., Obtaining Title Opinion & Title Certificate, drafting Sales Deeds, etc.
- Interact with customers (plot owners) when required during the preparation of Sale Deeds.
- Coordinate with CRM team for registration of end customer documentation and interaction with RERA, Litigation, and court matters.
- Handle RERA registration of projects, RERA complaints, appear before Adjudicating officers, Tribunal, etc.
- Handle Consumer Complaints, appear before District/State Consumer Forum, etc.

SVB Developers Pvt. Ltd.

#249, 19th Main, 4th Sector, HSR Layout, Bengaluru – 560 102, Karnataka, India

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- Periodically follow up with external advocates on progress of pending cases and maintain the court diary.
- Obtain and file the judgment/order/decreed copy.
- Maintain land bank and project-wise legal documentation.
- Compile suit filed account and prepare statements with respect to new property acquisitions.

Requirements:

- Bachelor's degree in Law (essential).
- Admitted as a notary public (essential).
- Strong experience in real estate law and industry knowledge that includes litigation, lease transactions, property management, and purchase and sale transactions.
- Solid experience in title insurance underwriting, curative, and claims.
- Good understanding of foreclosure.
- Analytical thinker with strong conceptual and research skills.
- Natural leader who displays sound judgment and attention to detail.
- Ability to work under pressure and meet deadlines.
- Capable networker with excellent interpersonal, communication, and public speaking skills.
- Proficient with Microsoft Office programs.

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