

# FARADINA AHMAD

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## **Professional Summary**

Current Position : Lecturer at UTM, Skudai (June 2024- Present)  
Current Specialization : Law of Contract & Commercial Laws  
Highest Education : PhD in Transport Planning  
Years of Experiences : 23 years  
Subjects : 1. Law of Contract 2. Commercial law 3. Intellectual Property law

## **Employment History**

### **1. VH Holdings Sdn Bhd** *May 2010 – Oct 2012*

Position Title (Level) : Assistant Legal Manager (Senior Executive)  
Specialization : Law/Legal Services  
Role : Legal Assistant/Paralegal  
Industry : Oil / Gas / Petroleum/Construction  
Work Description : In-house counsel

#### **Legal**

- Assist legal department in all related legal matter and compliance including ensuring observation of all current legal and corporate law and rulings.

#### **Company Secretarial**

- Assist external company secretary in all secretarial documentation especially in relation to board meeting and day to day secretarial duties.
- Provide legal advice in accordance with the latest Acts and regulations.

#### **Contract**

- Preparing and drafting all contracts for both local and international level. Negotiating with external solicitors and third party especially for pre-bidding agreement such as a simple memorandum of agreement, subcontract agreement, joint venture agreement, teaming agreement among others.
- Cross-check all payable taxes with finance and also income tax department in Selangor to ensure that all terms with regards to taxes are covered in the agreement. Attend to execution of agreement and personally submit all duly executed documents for stamping at the stamp duty office.

#### **Litigation**

- Advising board members on all legal risk on contract and liaising with external solicitor.

Attends courts whenever necessary.

## **Human Resource**

- Actively involved in preparation of employee appointment, preparation of employee handbook, letter of employment and ensuring compliance of the current employment laws. Attend meeting and discussion with Employment Provident Funds to discuss issues whenever necessary.

## **2. Offshore works Sdn Bhd**

*Sept 2008- April 2010*

Position Title (Level)	: Legal Executive (Junior Executive)
Specialization	: Law/Legal Services
Role	: Legal Assistant/Paralegal
Industry	: Oil / Gas / Petroleum/Shipping
Work Description	: In-house counsel

### **Contract**

- Responsible in ensuring all contract are legally verified before submission. Contract includes tenancy agreement, memorandum of agreements, charter party agreements, agency agreement, sale & purchase of land/vessels, merger & acquisition among others.
- Ensure due diligence on all contracts are carried out before execution.
- Attending to execution proceeding and stamping at Stamp Office.

### **Litigation**

- Managed all litigation matters, arbitration proceedings and outstanding claims and disputes between company and third party.
- Act as the focal person between the company and external solicitors.
- Represent company in all court attendance, creditor's meeting, disputes discussion between company and third party.

### **General**

- Assist the overall management of the company including the finance, procurement, corporate, communication, human resources, and IT department.
- Responsible in ensuring the company trademark and branding are protected locally and in Singapore.
- Provide training to subordinates for continuity and integrity of the management.
- Liaising with external auditor in all compliance.

### **Company Secretarial**

- Assist external company secretary with day-to-day matters.
- Preparing meeting agenda by working closely with the chairman on issues to be tabled at the next meeting.
- Ensuring that all notices are duly served to the relevant board members or shareholders before the meeting.
- Ensuring all relevant documents are kept by the external company secretary and all related party of interest have access to the information.

### **3. Shaw & Co**

*June 2007 - Aug 2008*

Position Title (Level) : Legal Assistant (Junior Executive)

#### **Banking Litigation Department**

- In charge of the banking litigation portfolio which includes managing the team and the client.
- Attends meeting with clients once a month for review for purpose of updating status.
- Preparing letter of demand and proceeding with necessary legal cause of action which includes foreclosure and bankruptcy.
- Assisting general litigation counsel with hearing.
- Attending summary judgment proceedings besides the day-to-day court attendance.

### **4. Soo Thien Ming & Nashrah**

*June 2006 - Apr 2007*

Position Title (Level) : Legal Assistant (Non-Executive)

Specialization : Law/Legal Services

Role : Lawyer

Industry : Law / Legal

Work Description : Advocates & Solicitors

#### **Key Responsibilities**

- Banking Litigation & Execution Proceedings (Foreclosure, Bankruptcy & Companies' Winding-Up)
- General Litigation - Sales of Goods & Construction
- Corporate Litigation

### **5. Joseph Giaramita, Jr.Esq**

*Oct 2005 - Apr 2006*

Position Title (Level) : Legal Assistant (Junior Executive)

Specialization : Law/Legal Services

Role : Lawyer

Industry : Law / Legal

Work Description : Advocates & Solicitors

#### **Legal Assistant**

- Assisted senior attorney in the office.
- Analyzed criminal, personal injury and divorce files.
- Drafted legal pleadings for cases such as: criminal, personal injury, divorce, real estate and will & probate.
- Drafted legal memoranda, updated attorney's calendar.
- Performed legal research for litigation files using Lexis-Nexis.
- Handled payroll expense accounts for firm.
- Organized files and correspondence with clients to update daily progress.

- Photocopied, faxed, and filed documents.
- Corresponded with court officials, government officials to facilitate cases.

**6. B.H.Gan, Nor & Kim**

*March 2003 - July 2004*

Position Title (Level) : Advocate & Solicitor (Non-Executive)

**Advocate & Solicitor, Litigation**

- Litigation lawyer for corporate, banking, real estate and sales of goods.
- Drafted, finalized legal documents including loan documents, contracts and court pleadings.
- Represented bank clients in court against legal suits.
- Analyzed and researched the banking law and wrote legal opinions to bank officers.
- Prepared security documents for banks.
- Attended meeting with clients, provide oral and written advised to clients.
- Negotiated settlements with opposing counsels on behalf of bank clients.

**Advocate & Solicitor, Conveyancing**

- Applied Due Diligence process for clients.
- Conducted investigations regarding compliance matters at land office and courts.
- Analyzed and interpretation of Banking Laws and Real Estate.
- Prepared legal security documents for banks.
- Appeared in High Court for foreclosure and bankruptcy matter on behalf of client.
- Conducted title search of property at Land Registry, attended meetings with individual clients to witness execution of security documents and explains terms of the documents.
- Prepared letter of undertakings for open files and conducted bankruptcy and winding up search.

**7. Christovich & Kearney**

*Nov 2002 - Dec 2002*

Position Title (Level) : Intern (Non- Executive)

Specialization : Law/Legal Services

Role : Intern

Industry : Law / Legal

Key Responsibilities : Intern

**Intern**

- 2 months of internship which includes court attendance with senior counsel and conducting legal research.

**8. Nadzrifah, Sagunthala & Associates***Jan 2002 - Sep 2002*

Position Title (Level) : Chambering Student/Intern (Non-Executive) Specialization : Law/Legal Services

Role : Legal Intern

Industry : Law / Legal

Key Responsibilities : Legal Intern

**Intern**

- Real Estate & Conventional Banking - prepared loan documentation, Sale & Purchase agreements, Islamic Finance loan/lease documentation and Conventional loan agreement.
- Litigation - assisted senior attorney in preparation of pleadings and attended hearing for summary judgment cases.

**Education Background****PhD in Transportation Planning**

Major : Halal Logistics & Legal  
Institute/University : UTM, Skudai, Johor Malaysia

*Graduation Date:*  
2023

**Master's Degree of Law**

Major : General LLM  
Institute/University : Tulane University, New Orleans, La,  
United States Grade : Pass/Non-gradable

*Graduation Date:*  
2005

**Advance Diploma In Law**

Major : LLB/Hons  
Institute/University : University Technology MARA, Malaysia

*Graduation Date:*  
2002

**Bachelor's Degree of Law**

Major : LLB  
Institute/University : University Technology MARA, Malaysia

*Graduation Date:*  
2001

**A-Levels**

Major : Law  
Institute/University : Pusat Persediaan Pelajar, MARA, Shah Alam,

*Graduation Date:*  
1999 Malaysia

**Certification**

A-Level (1999)

**WORKSHOP ATTENDED**

Date	Workshop	Presenter
9.7.2024	Penyeliaan Penyelidikan : Effective Chairperson in Viva Voce Examination (AV101-Part B)	
2018	Halal Committee Certification	
2019	Halal Auditor Certification	

**ADMINISTRATIVE DUTIES**

Date	Forum	Duty
30.6.2024 @ 11.00am	Proposal PhD Title Defence – Ms Zhan Zijuan	Chairperson
23.7.2024 @ 10.00 am	Proposal PhD Title Defence – Ms Wu Shuyu	Chairperson

## Conference & Publication

1. Ahmad, F., Hussein, M. Z., Roslan, N. F., Husny, Z. J., Rahim, A. N. S., & Ramzi, M. (2016). A study on application of false trade description towards Halal food products. *International Journal of Supply Chain Management*, 5(2), 127-130.
2. MR, S. N. (2017). Delay as a Challenge in Prosecuting Non-Compliance in the Halal Industry. *International Journal of Supply Chain Management*, 6(1), 141.
3. Faradina, A., Hussein, M. Z., Husny, Z. J., Yazid, M., Mazlan, Z., Rayner, T., ... & Adnan, N. (2018). Halal logistics: Halal integrity and legal enforcement challenges. *International Journal of Supply Chain Management*, 7(4)
4. Ahmad, F., Muhammad Hussein,, M. Z. S., Muhammad Husny, Z. J., Mohd Taib, M. Y., Dasheer, H. F., & Suleiman, B., M.A.Ghazal (2019, June 24). Halal Logistics- Breach in the chain of logistics constituting breach in the chain of contract, (2019). *International Conference Proceedings-UTM, Skudai*
5. Ghazali, M. A. I., & Ramzi, M. (2020). Halal Logistics Legal Framework: Malaysia Perspective. *Journal of Critical Reviews*, 7(8).
6. Ahmad, F., Muhammad Hussein, M. Z. S., & Mohamad Husny Hamid, Z. J. (2022, March 30). *Exploring the halal meat cartel case: 13: An Insight from the Regulator* Taylor & Francis.
7. Ahmad, F. (2025) *Kawalan Undang-Undang, Pemantauan dan Penguatkuasaan Halal – UTM Press Publication*
8. Rahman, F. A. (2024). Green computing: Trends in Malaysia. *Pakistan Journal of Life and Social Sciences (PJLSS)*, 22(2). <https://doi.org/10.57239/pjlss-2024-22.1.00463>
9. Zirawani Baharum, Faradina Ahmad, Muhammad Imran Qureshi, Nasien, D., & Adiya, M. H. (2023). Mobile-based applications: The legal challenges on Data Privacy. *International Journal of Online and Biomedical Engineering (iJOE)*, 19(09), 4–14. <https://doi.org/10.3991/ijoe.v19i09.40915>
10. Ramzi Mohd Nor, M., Zani Muhamad, M., Abdullah, R., Suriani Mat Daud, M., & Ahmad, F. (2018). An awareness of private car drivers in Masai Johor towards the usage of natural gas vehicle as an alternative fuel. *International Journal of Engineering & Technology*, 7(2.29), 51. <https://doi.org/10.14419/ijet.v7i2.29.13127>

11. Hamid, Z. J., Ahmad, F., & Akil, A. M. (2025). Empowering women in Logistics and Transport. *Women in Logistics and Transport*, 129–150. <https://doi.org/10.4324/9781032709550-11>