

DIMAS IMAM HANAFI

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SUMMARY

Dimas is graduate of law degree with the experience in legal demonstrated in an agri-tech company with fast-paced environments, led him to possess ability in critical thinking and fast learner. With the skill that encompass a range of competencies such as legal drafting, legal research, license and permit, and litigation.

EXPERIENCE

PT JIVA AGRICULTURE INDONESIA – Surabaya, Indonesia

Legal Staff

May 2023 – Sep 2025

- Draft, review, and advise on agreements, forms, and other documents to ensure that the company are adequately informed of the risks and obligations to be undertaken, to ensure that commercial objectives are achieved and to minimize or mitigate any potential legal risks.
- Draft, review, and advise on replies to complaints from vendors or another party, which may include correspondence from lawyers and other relevant agencies.
- Manage disputes involving the Units, which may include handling and advising on pre-litigation, handling drafting, and reviewing court documents.
- Work with and to manage external law firms where appointed.
- Provide legal support for new business proposals and existing businesses in the region, including advising on regulatory requirements, drafting, and advising on responses to inquiries from regulators and government agencies.
- Carry out such other duties as may be required, such as procuring legal services, providing periodic updates on ongoing matters, managing hard copy files and/or electronic filing system, and updating the litigation database.
- Work on any other matter(s) as may be assigned by the Legal Head and/or Senior Legal Counsel

PT JIVA AGRICULTURE INDONESIA – Surabaya, Indonesia

Legal Intern

Nov 2022 – May 2023

- Draft and review various legal documents, including different kinds of agreements such as lease agreement, Service agreements and non-disclosure agreements (NDAs) etc.
- Conduct legal research and provide concise summaries on relevant legal issues.
- Make sure the company meets the compliances.
- Assist with the preparation of legal documents.
- Maintain organized records of all legal documents and correspondence.
- Perform other duties as assigned to support the legal department.

PT BANK SYARIAH INDONESIA Tbk. KC Malang Soetta – Malang, Indonesia

Legal Intern

Nov 2021 – Des 2021

- Organize legal document in the legal support department.
- Digitalize legal document in the archive room.
- Regist all data flow for legal support department and checking all data in the archive.

EDUCATION

UNIVERSITAS ISLAM NEGERI SUNAN AMPEL SURABAYA – Surabaya, Indonesia

2018-2022

Bachelor of Law (S.H), Cumulative GPA: 3.69/4.0 (Cum Laude)

ADDITIONAL

Technical: Microsoft Office, Legal Drafting, License and Permit, Legal Writing, Data Management

Languages: Professional Proficiency English

Certifications & Training: Advocate Educational Programs (PKPA) by PERADI

Certified English Basic 3 and Intermediate 1 by Edusoft Ltd.

Junior Computer Operator by Multimatics ID

Legal Skills Training by Law and Sharia Faculty UIN Sunan Ampel Surabaya