



TRAN VIET HA

Legal Assistant

E: hatv@bizconsult.vn

BIZCONSULT LAW FIRM

M +84 936285810

Hanoi, Ho Chi Minh City

www.bizconsult.vn

RELATED EXPERTISE

- Companies, Branches & Rep Offices
- Labor Matters
- Business Franchise
- Legal Due Diligence
- Business Licensing

BIOGRAPHY

Ms. Ha graduated with distinction from Honors Class of 2023, Faculty of International Law, Diplomatic Academy of Viet Nam. While persisting in her education at university, Ha entered Bizconsult Law Firm through an internship, and thereupon her graduation in 2023, she became a Legal Assistant at the Company. Ms. Ha has assisted the Partners and Associates in several fields namely, Companies, Branches and Rep Offices, Labor Matters, Legal Due Diligence, Business Franchise, Investment Project, etc.

EDUCATION

- Bachelor of Laws, Faculty of International Law, Diplomatic Academy of Viet Nam.

HARD-ON EXPERIENCES

Viet Ha has been included in the assistance of:

- Drafting and reviewing employee contract, internal labor regulations and company policies for enterprises and schools (bilingual);
 - Translating Patents for technology companies, Registration of Franchises in Vietnam for fast-food chains and hospitality service enterprises;
 - Drafting and submitting business registration documents and registration for changes of business registration contents;
 - Updating compliance checklist of commercial laws for beverage enterprise;
 - Drafting amendment dossiers of investment project registration documents and support in other works on investment project's legal due diligence;
 - Drafting advisory regarding the validity of electronic signatures;
 - Drafting advisory regarding types of retail model for enterprise;
 - Drafting and reviewing application forms and relevant documents on personal data processing;
-

- Assisting in the successful second investment of Sweef Capital by its Southeast Asia Women’s Economic Empowerment Fund;
 - ...
-