

# Isabela Dunaev

Rua Pereira Da Silva nº116 apto. 401, Niterói, Brazil

Isabeladunaev@id.uff.br - +552198548-9117

Registered at the Bar Association in Rio de Janeiro nº 215.436

Civil Portuguese Register nº 15708075

## EDUCATION

---

<b>Fundação Getúlio Vargas</b> – Master in Business Law	Rio de Janeiro	2018-2019
<ul style="list-style-type: none"><li>▪ Courses: Contracts, Business Law, English Common Law, Economics, Accounting</li></ul>		
<b>Universidade Federal Fluminense</b> – Bachelor in Law	Rio de Janeiro	2014-2017
<b>International Language Studies</b> – Summer Camp	United Kingdom	2015

## WORK EXPERIENCE

---

<b>Nascimento&amp;Rezende Advogados Associados</b> – Partner Lawyer specialized in Recovery and Bankruptcy procedures– Judicial Administrator	2018-Present
<ul style="list-style-type: none"><li>▪ Produced legal opinions on Insolvency matters</li><li>▪ Managed credit background checks of companies under a recovery procedure</li><li>▪ Assisted creditors in recovery procedures</li><li>▪ Produced monthly financial reports to assist the Public Court of Brazil and creditors</li><li>▪ Produced legal opinions in relation of creditors' claims</li><li>▪ Monitored the execution of the agreed recovery plan to ensure the law and conditions agreed are respected</li><li>▪ Produced several reports and legal opinion in bankruptcy procedures</li><li>▪ Managed several <i>ad hoc</i> civil cases on behalf of private clients (initial application, defense, appeal, among others petitions that may be required)</li><li>▪ Research</li><li>▪ Managed Legal and prudential research in several cases</li><li>▪ Managed several administrative procedures on behalf of private clients at government agencies</li></ul>	
<b>Ferreira Guimarães Advogados Associados</b> – Junior Lawyer specialized in Recovery and Bankruptcy procedures– Judicial Administrator	2017-2018
<ul style="list-style-type: none"><li>▪ Co-managed credit background checks of companies under a bankruptcy procedure</li><li>▪ Assisted creditors in bankruptcy and recovery procedures</li><li>▪ Analyzed companies' debts in order to organize the List Creditors on the Recovery procedures</li><li>▪ Represented the bankrupt mass in civil and labor cases at court</li><li>▪ Produced several petitions in civil and labor cases on behalf of the bankrupt mass</li><li>▪ Defended private clients in a legal enforcement procedure face banks (debt restructuring)</li><li>▪ Managed several <i>ad hoc</i> civil and business cases on behalf of private clients (initial application, defense, appeal, among others petitions that may be required)</li><li>▪ Conduct Due Diligences at Court in Rio de Janeiro</li></ul>	

**Defensoria Pública Cível – Intern**

2016-2017

- Managed civil cases on behalf of customers (Defense, appeal, among other petitions that may be required)
- Assisted daily costumers in civil procedures
- Assisted directly the Public Defender responsible for the cases
- Responsible for produce procedural report
- Responsible for verification of procedural deadlines

**Alves Jacob Advogados Associados – Intern, legal office specialized in Private International Law procedures**

2015-2016

- Produced legal opinions in various subjects for clients, Portuguese and English
- Managed several *ad hoc* civil cases on behalf of private clients (initial application, defense, appeal, among other petitions that may be required)
- Produced procedural report
- Produced legal advice for visa-related clients
- Conduct Due Diligences at Embassies, Federal Police and Courts in Rio de Janeiro.

---

**LANGUAGES & SKILLS**

- |                                |                                                                                                    |
|--------------------------------|----------------------------------------------------------------------------------------------------|
| ▪ <b>Portuguese:</b> Native    | ▪ <b>Microsoft Office:</b> Basic                                                                   |
| ▪ <b>English:</b> Fluent       | ▪ <b>Certifications:</b> Course of Law Business and Arbitration – Universidade Federal Fluminense; |
| ▪ <b>Spanish:</b> Intermediate | Course of cooperative and cooperativism – OAB/RJ;                                                  |
| ▪ <b>French:</b> Intermediate  | Course of Introduction for Compliance – OAB/RJ.                                                    |

---

**PERSONAL INTERESTS**

Travelling and culture discovery  
Daily fitness & healthy lifestyle  
Photography  
Learning languages  
Holistic therapies