

NATALIA ANTOSHINA

CV 2025

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English Russian

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*Manager for international projects and teams; PR, GR and communications;
Business events; Compliance and risks assessment; Contract manager;
Changes and development manager; Client service; Trainings; Researching and media*

Background

*business lawyer of international brands 15+ years), top-manager (10+ years),
civil state services (7+years), solo-projects*

Job description\experience\cases (p.2-3) Summary (p.4-5)

*on the base of Ural state law university (founded in 1918, usla.ru,
Commercial Law Faculty, summa cum Laude diploma*

***Chambers of Tax advisers course** (taxes, accounting, finance analyze), Moscow
corporate internal and external trainings and courses of management, leadership,
special fields (100+), self-education (50+books)*

MINISTRY OF EMERGENCY RF 2019 – 2025 Ural region Regional lawyer non-military staff 6 000 people	• Litigations – about 200 - up to \$30 000 for budget, Union trade cases- about 20, social protection, labor issues, debts, taxes, contracts\bankruptcy issue – up to \$ 100 000k • Personal Data protection Policy, Job descriptions update • Support of reorganization of regional entities • Self-organized remote service during COVID-19 • Attempts to improve and Claims about salary, working conditions and papers, illegal corrupted schemes inside the System, Scrutiny and conclusions about lack and issues with legal service – for headquarters
AUDIT SOLO PROJECTS 2016-2018 <i>Labor, Personal Data - expert</i>	<i>2+ completed projects for small/middle size businesses under Labor, PD law</i> brought in order papers, Policies and procedures, implemented templates, eliminated obvious risks of penalties (up to 10 cases, up to \$10 000)
COCA-COLA HELLENIC 2011-2015 URAL region Senior regional lawyer Head of 2-3 member's team 11 branches, production and logistics center	Projects (cross-functional or legal team leader or member): • SAP-system, contract management atomization, • Anti-bribery Policy implementation • alcohol license obtaining, registrations of realty redevelopments, production papers compliance, customs clearance of refrigerators, land plot servitude for pipeline, buying out of land plot under railways Litigations - about 8 trade union cases (6 to favor of CCH), cars/lorries accidents, labor issues, contracts, bankruptcy, criminal trials Compliance – under labor, PD, antimonopoly law Internal investigations Policies Audits Trainings – across the region Communications – until the headquarters and CC-system Defense during public prosecutor's office, labor inspection checks Plans and reports for regional, country and group of countries offices - i.e. the forecasts & results of the proceedings, overviews of legislation development & changes, etc. Budgets – of legal departments & separate projects Hired employees, barristers
MEET FOOD PRODUCTION AND DISTRIBUTION 2010-2011 Ural region Legal Counsel Headquarters Head of 2-3 member's team	<i>Middle-sized cross-regional company-production, distribution of food</i> • Legal service reorganization – completed audits of papers, contracts, policies and procedures implementation Hired employees, developed and taught legal team, litigations – bankruptcy cases, debts (up to \$ 40 000 to favor of employer), taxes, registration of land plot buying out
ATARDO Inc. and group of companies around captive bank 2005-2011 Moscow, relocation from Sankt-Petersburg Legal Counsel, Trainer	<i>Contractual production (RF, Brazil, China), distribution of snacks, canned fish and meat; haulage; contact-center, business-consulting</i> • Cross-functional team project – implementation of regular management system from the scratch • Legal service from scratch – completed audit of documentation, risks, implemented contract system, negotiations with distributors/retailers, trademarks audit and supervised outsourced agents • Defense during labor inspection check • Consulting business - trainings for big sized companies (such as Sberbank, MTS, TELE-2) - PD protection labor law, contracts for projects Litigations - debts Corporate secretary for LTD-companies

PHILIP MORRIS SYSTEM Optima LTD now - Metropolis Group 2004-2005 Ural - North West region relocation from Ekaterinburg Regional lawyer - solo 6-10 branches in region	• Support of business model changes, country project – transformed Warehouse distribution – to direct delivery • organized remote legal support for branches • Litigation – with former distributor, pre-trial procedure in regional Antimonopoly agency – in company’s favor • System of contracts from scratch – from development to implementation and supervision across the regions • Negotiations and communications across the country legal and cross-functional teams, state organizations and consumers • Core sales contracts with key clients – retailers, HoReCa (such as Metro-group, Patterson in SPb) Supported criminal trials about steals from vehicles
WIMM-BILL-DANN corp. now – PEPSI GROUP 2001-2004 Ural region Regional lawyer - solo	<i>Production, distribution of beverages</i> • System of contracts from scratch – from Policy to implementation and supervision across the regions • Contracts for marketing and country-regional ad actions • Documentation, negotiations about lease of warehouse, railways • Regional business events – team projects • Due Diligence for IPO on NYSE support
CALINA corp. UNILEVER GROUP 1999 – 2000 Country+ level Lawyer Headquarters in Ekaterinburg of 3+ plants, 20+branches 3-4 member’s team	<i>Production/distribution of cosmetics and household chemicals</i> • Rebranding project “Uralskiye samotsvety» to «Concern Calina» - provided for procedure and documentation • Litigation – taxes cases, alcohol license, access to electric power wholesales market, contracts, labor issues, car crash accidents, pipelines • Contract and description of legal processes for ERP/CRM implementation • Contracts for marketing and country ad actions • Communications across the country Trainings about material responsibility for warehouse people • Policies – contracts conclusion – from scratch, about prevention of intoxicated workers at lines – under ISO-system Due diligence for EBRD investment support
CITY TAX INSPECTION 1997-1999 Ekaterinburg supervised 5 city districts Lawyer 5-6 member’s team	<i>Banks, insurance, foreign companies, big-sized taxpayers control and audits</i> Country’s project—Tax code implementation (changed 90%) – trainings, advice, explanation letters, reviews • Litigations – about 200 • Correspondence and communications with district and regional inspections, taxpayers, trainings and seminars Audits of districts legal services

Summary CV-2025

Business/legal projects (CBSD course) – leader, manager, expert

- SAP and ERP- systems
- Contract management system
- Antibribery Policy implementation
- alcohol license - preparation of infrastructure and processes' papers, audits
 - realty - redevelopments registrations
 - tax and cost optimization
- changes of sales model and state entities reorganization

Legal support system – leader, manager to audit, organize all processes (i.e. started from scratch), to develop, improve and support (i.e. remotely through non-legal staff)

leadership of legal & cross-functional teams -

hired, interviewed, re-organized, estimated, developed
(i.e. outsourced members, such as barristers, agents, patent advisers)

Policies & procedures, corporate papers

- Policies of contracts conclusion,
 - Rules of pre-trial procedures,
 - SLA, Job descriptions,
- Personal data and commercial secrets' protection,
 - The rules of internal order, Rules of conduct,
- List of shareholders, charters, powers of attorney, registrations of papers including changes, corporate secretary of LTD company

Contracts & agreements - all types, templates, participation in conclusion

Compliance and Due diligence

- estimated risks, implemented policies & procedures, conducted trainings & audits, internal investigations:
Anti-bribery, Competition & Trade Law, Personal data, Alcohol license rules

Audits - internal and external, i.e. solo-projects, under Competition, Trade, Labor Law
supported as in-house lawyer DD for IPO NYSE, The European bank of reconstruction and development)

Advice

letters, conclusions, reviews, briefs, summaries, etc.

Litigations

- at state arbitration & courts - up to 500 cases
- pre-litigations in Federal anti-monopoly serves of RF, Public prosecutor office, Labor inspection etc.

Trainings

for internal & external clients (HR, Sales, senior and top-management, i.a. for audience up to 100 listeners)
on Personal data protection, Tax, Labor, Competition, Contraction Law. Created or improved, adapted courses.

Plans and reports, Communications

for regional, Country office and headquarters - i.e. the forecasts & results of the proceedings,
overviews of legislation development & changes etc.

briefs, conferences, presentations, meetings, business events, internal and external communications with all type of
people, structures and of any item and themes

Budgets - accounted, based, reported - for legal departments & projects