# ALLWELL.I. UMUNNAEHILA

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# Education

**CWW TECH AFRICA** ACCRA, GHANA

Web Development and UI/UL Design August – September 2020

**ADELEKE UNIVERSITY** EDE, OSUN STATE.

LL. B Hons Degree. Cumulative GPA 3.27 July 2021

Thesis: Family Planning as an agent of Population Reduction in Nigeria.

**BABCOCK UNIVERSITY HIGH SCHOOL** ILISHAN REMO, OGUN STATE

West African Senior School Certificate with 1A, 3 B’s and 3 Credits July 2014

**MARIE LOUISE NURSERY AND PRIMARY SCHOOL** SURULERE, LAGOS STATE

First School Leaving Certificate July 2010

# Experience

**BLACKFRIARS SOLICITORS** ONIKAN, LAGOS ISLAND.

NYSC GRADUATE TRAINEE September 2021 – August 2022

* Provided assistance prior to a Court proceeding by preparing for a case and examining the related legal documents.
* Carried out a variety of legal assignments with guidance and supervision from counsel in Chambers.
* Registered over 30 Business Names on the Corporate Affairs Commission Portal
* Coordinated and filed all court processes using the Lagos Judiciary Portal’s Electronic Filling System
* Managed Court Cases
* Prepared and Sent Monthly Newsletter Articles to Clients
* Attended Court sessions in order to listen to and record critical information.
* Prepared Search Report for the availability of trademark and checked the trademark journals for published trademarks
* Assisted the Senior Associates with daily administrative duties including managing an active calendar of appointments; completing reports; composing and preparing correspondence.
* Organized and Facilitated meetings, including scheduling, sending reminders compiling documents and taking minutes of the meetings.

**LAWSAN CLINIC (AU CHAPTER)** EDE, OSUN STATE.

LEGAL ASSOCIATE September 2018 – MAY 2020

* Conducted extensive legal research and analysis
* Organized chamber meetings.
* Recorded the minutes of the meetings
* Compiled Research information pertinent to academic use.

SENATE LAWSAN (AU CHAPTER)

* Drafting of the LAWSAN (AU CHAPTER) Constitution
* Read and passed several bills during plenary sessions
* Aided in the formation of the LAWSAN (AU CHAPTER) Judiciary

Skills

* Possesses excellent writing and oral communication/ presentation skills
* Excellent resource management skills
* High ethical awareness and integrity
* Strong attention to detail
* Ability to quickly build and maintain relationships at senior levels, both externally and internally.