

CURRICULUM VITAE

Name: Sanju Khanal

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Personal Statement:

Driven by a passion for legal advocacy, I bring diverse experience from legal competitions, community programs, and academic excellence. My skills in client relationship management, market research, and a commitment to social responsibility make me adaptable and effective. Proficient in English, Nepali, and Hindi, I am ready to contribute to an innovative and socially impactful organization. As an individual, my objective is to leverage my legal expertise, research, and analytical skills to make a meaningful impact. Eager to embrace challenges, I aim to be a valuable asset in a dynamic and collaborative team, fostering positive change within a reputable organization.

Education

- ***10th Standard, School Leaving Certificate (Up to, 2012)***
Awareness International Academy Sankhamul, Kathmandu, Nepal
Office of the Controller of Examination, Ministry of Education
Passed with 89%
- ***High School Education (2013-2014)***
Goldengate International College, Battisputali, Kathmandu, Nepal
Higher Education Secondary Board
Passed with 70.04%
- ***Bachelor's Degree (2014-2019)***
Nepal Law Campus, Exhibition road, Kathmandu, Nepal
Tribhuvan University
Passed with 67.67%

Professional experience

- **Shree Legal Practitioner's Firm, UN Park, Jwagal 10, Lalitpur, Nepal** (Jan 2020-Dec 2021)
At Shree Legal Practitioner's Firm, I was responsible for providing administrative support to lawyers, handling communication with clients and witnesses, preparing case briefs, typing up and filling the basic legal documents, visiting courts.
- **Health Service Nepal ,Mahalaxmi, Tikathali-5, Lalitpur, Nepal** (Feb 2022-Sep 2022)
As the legal coordinator at Health Service Nepal, I was responsible for looking after the legal complexities in the process of health service through the organization.
- **Chartered Advisory Solutions PVT. LTD, New Baneshwor, Kathmandu Nepal** (Nov 2022 to till now)
At the Chartered Advisory Solutions, I am responsible for consulting, handling legal processes, checking the legality of the documents that comes to the company, developing company policies and safeguarding against legal risks.

Achievement

- Demonstrated excellence through active participation and accolades in diverse academic and extracurricular activities, including Science Exhibitions, oratory competitions, handwriting competitions, essay writing, speeches, debates, quizzes, and poem competitions, both within and beyond the school.
- Achieved the distinction of being the school topper in the SLC examination held in 2012, showcasing academic prowess and commitment to excellence.
- Received the prestigious **Mahatma Gandhi scholarship** for two consecutive years during +2, awarded by the Indian Embassy, highlighting academic merit and dedication to education.
- Participated in the 1st P.B Koirala Memorial National Moot Court Competition in 2015, demonstrating legal acumen and an understanding of complex legal issues.
- Engaged in Capacity Building Training for Law Students in 2015, enhancing legal skills and staying abreast of industry advancements.
- Spearheaded volunteer efforts following the 2015 earthquake, conducting a successful six-day chatpate campaign and contributing to earthquake relief in Dhading district, Nepal, underscoring a commitment to community service.
- Acquired valuable experience through workshops on Model United Nations (MUN), honing diplomatic and negotiation skills.
- Participated in the Third Prof. N.R. Madhawa Menon SAARC Mooting Competition and Law Students' Conference 2017-18 in Noida, UP, showcasing legal expertise on an international platform.
- Actively contributed to legal awareness programs for school children and women in rural areas, addressing critical issues such as child marriage, domestic violence, sexual

harassment, citizenship, child rights, and human rights across various districts and schools.

- Membership in BPW (Business Professional Women), reflecting involvement in a professional network dedicated to empowering women in business.
- Presented as an oral speaker at the National Conference on the Role of Forensic Science in Crime Investigation and Administration of Justice, organized by Parul University, Vadodara, Gujarat, India, showcasing expertise in the intersection of law and forensic science.

Skills

- Strong written and verbal communication skills.
- Good interpersonal skills
- Good at Public Speaking, Seminar Speeches and Debating.
- Good command on Computers and Technologies.
- Good team work and Time Management.
- Fast learner with positive attitude.
- Organize, accurate and detail oriented.
- Computer literate.
- Good in writing seminar papers, research papers and Articles.
- Good at Negotiations and Diplomatic Relations Making.

REFERENCES

Senior Advocate Ramesh Dhital

Managing Director, Shree Legal Practitioner's Firm

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