**Josephine Bhavani Rajendra @ Thavarajah**

**Personal Details:**

Name and Surname : Josephine Bhavani Rajendra @ Thavarajah

Address : No. 13. Jalan Kemuning Damai 32/149B

Damai Residences, Kemuning Utama

Shah Alam 40460, Selangor Darul Ehsan Malaysia

Current Residency : Malaysia

Telephone Number : +6012 7153713 (mobile)

Birth Date : 24th October 1978

Age : 44

Driving License : Class D

E-mail : josephinerajend@yahoo.com

Status : Married

Nationality : Malaysian

Languages Spoken : English, Bahasa Malaysia, Tamil, Hindi, French Elementary

Proficiency

Languages Written : English & Bahasa Malaysia

Computer Skills : MS Office, Excel

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**Personal Summary**

Josephine Bhavani Rajendra is the Head of Legal & Compliance in Ambani Consultancy & Trading. Her diverse experience in practice includes a broad range of civil, criminal, commercial, maritime, restructuring, and mergers & acquisitions matters. She possesses extensive experience in corporate governance, compliance, law department management and securities regulations. Her responsibilities include developing risks mitigation strategies, providing proactive in-depth legal business focused advice and implementing initiatives to set and reinforce a culture of integrity, quality and ethical behaviour. Acknowledged by peers, subordinates and senior leadership for tenacity and the ability to gracefully manage the dynamics of a rapidly transforming environment.

A law graduate who is fully aware of the structure, culture and procedures of the legal profession. Experienced in and possess a good understanding of how to build relationships with clients and to provide appropriate and effective legal advice and services to them. An experienced lecturer in the field of law with an effective instructional style. Organized and driven with the innate ability to stay on task. A resourceful team player with a positive mindset. Currently pursuing a Doctorate in Law specializing in the field of Artificial Intelligence and innovation.

**Key Skills Competencies**

* Ability to work well within a team and able to work with limited supervision.
* Resourceful in producing results with minimal direction.
* Organized, efficient and flexible.
* Firm grasp of various legal concepts and theories.
* Strong knowledge of basic classroom instruction.
* Lesson planning expertise.
* Thorough understanding of the subject matter with the ability to convey the same to students.
* Comprehensive communication skills.
* People skills, experience of working with people from different backgrounds, age and professional levels.

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**Professional Educational Background**

**January 2020 – Present**

* PhD in Law
* Research Area: Artificial Intelligence and the Legal Profession
* PhD Viva Voce scheduled in March 2022

**January 2018 – October 2019**

* Masters of Education
* Institution - AeU Asia E University
* Grade Distinction

**September 2001-September 2002**

* Certificate In Legal Practice [CLP]
* Awarded by the Legal Qualifying Board Malaysia
* Institution - Brickfields Asia College, Kuala Lumpur, Malaysia
* Second Class [Lower Sitting] [1st sitting pass]

**September 1998- August 2001**

* Bachelor of Laws LLB London [Hons]
* University of London, United Kingdom [External]
* Second Class [Upper Division]

**Certificates and Specialization**

* Legal Tech and the digital Transformation in Law
* AI for legal Professionals: Law and Policy
* AI Law, Ethics, Privacy and Legalities
* Robotics Law
* Technology and Innovation for Legal Professionals
* The Laws of Digital Data, Content and Artificial Intelligence
* Understanding Research Methods by the University of London
* Intellectual Property Law awarded by the University of Pennsylvania
* Trademark Law Specialization awarded by the University of Pennsylvania
* Mediation and Conflict Resolution awarded by ICOES
* Criminology Psychology awarded by ICOES
* Criminology and Profiling awarded by ICOES
* Introduction to Artificial Intelligence awarded by IBM
* Getting Started with Artificial Intelligence Using IBM Watson awarded by IBM
* Building Artificial Intelligence Powered Chatbots Without Programming
* NVivo 12 Qualitative Data Analysis
* NVivo 12 Mixed Data Analysis

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**Career History**

**April 2016 – present**

Employer : Ambani Consultancy & Trading

Job Title : Head Legal, Regulatory & Compliance

Job Scope : Legal and strategic guidance on commercial, corporate, intellectual and privacy related matters.

Preparation and drafting of legal documents and contracts, vetting of legal documents and all other legal advisory matters.

Auditing and reviewing contractual documents.

Management of legal, regulatory and contractual risks to ensure compliance and to protect the best interest of the Company.

Attending business meetings on behalf of the Company.

Liaising with a wide range of involved parties.

**January 2014 - March 2016**

Employer : MAZE51 Labels & Fashion Wear

Job Title : Senior Legal Advisor

Job Scope : Providing legal expertise, advice and guidance on broad range of contractual law.

Preparation and drafting of legal documents and contracts, vetting of legal documents and all other legal advisory matters.

Auditing and reviewing contractual documents.

Negotiating contractual legal clauses and risk analysis.

Attending business meetings on behalf of Company.

Liaising with a wide range of involved parties.

**April 2010 – November 2013**

Self- employed

Job Title : Personal Tutor

Job Scope : Freelance tutor for English and Math for Primary Level students ranging from the age of 7 -12.

Provided home academic tutoring and instructional support.

Customized tutoring and instructional approaches to meet the needs of diverse client population.

Incorporated STEM based lessons.

Created worksheets and practice quizzes based on individual students learning needs.

Tutored in academic subjects and guided students in test taking strategies, notetaking, prioritizing assignments and studying for exams.

Advise students on test taking strategies, time management skills and other study techniques.

Provided assistance with students’ coursework and projects while encouraging critical thinking skills.

Strong interpersonal skills in working with students to aid them in achieving and attaining success.

Provide feedback and progress reports to parents on a monthly basis.

**September 2008 - December 2009**

Employer : Brickfields Asia College

Job title : Senior Law Lecturer

Job Scope : Instructed several subjects of law including Criminal, Contract, Land Law, Company Law and Trust Law.

Involved in the drafting, setting and marking of exam papers for the UK Transfer programs.

Mentoring students’ progress on daily basis is an important responsibility in this role.

Incorporated knowledge of current legal events into classroom instruction.

Developing exams, quizzes and homework assignments.

Assist in the developing of learning materials, preparing schemes of work and maintaining records to monitor student progress, achievement and attendance.

Guided students in test taking strategies, notetaking, prioritizing assignments and studying for exams.

Assisting students with their coursework.

**September 2007- August 2008**

Employer : Messrs. Soraya Chuah & Associates

Job title : Litigation Lawyer

Job Scope : Handling and making court appearances for litigated and/or contested Banking and Finance matters.

Area of practice included Labour Law and Family Law, Wills, Equity and Trust.

Involved in the preparation and final drafting of cause papers and affidavits, and legal opinion for respective litigated matters.

Briefing counsel and preparing court documentation.

Advising claimants with their claims from start to finish of a claim process.

**March 2006 - August 2007**

Employer : Messrs. Zailan & Co.

Job title : Litigation and Conveyancing Branch Manager

Job scope : Handling both the Litigation and Conveyancing department. Area of practice covers Banking and Finance matters, Employment & Labour Law, Family Law, Wills, Equity and Trusts.

Involved in the preparation and drafting of cause papers, affidavits and legal opinions.

Involved in litigated matters and regulatory investigations.

Managing and forwarding on request from clients for legal assistance.

Reviewing and analyzing large volumes of documentary evidence.

Assisting with the completion of Confidentiality Agreements.

Preparing and drafting conveyancing Sale & Purchase agreements, Joint Venture Agreements and contractual agreements.

**January 2005- February 2006**

Employer : Messrs Muhammad Ganesan & Nazri

Job title : Litigation Lawyer

Job Scope : Handling Banking, Finance and Corporate matters.

Area of practice covered Hire Purchase, Employment and Labour Law, Family Law and general litigation.

Involved in the preparation and final drafting of cause papers and legal opinions.

Making court appearances for litigated and/or contested matters.

Providing legal expertise, advice and guidance to a broad range of clients.

Interviewing clients by telephone or face-to-face to address their issues.

**February 2004 - November 2004**

Employer : Chambers of Mr. Vinod Kumar Sharma

Messrs. Vinod Sharma & Raihan

Job title : Paralegal

Job scope : Arranging meetings and assisting with the drafting and amending of legal

documents.

Performing substantive legal work, research work and legal support.

Proof reading of documents including contracts, agreements and transcripts.

Responsible for coordination and administration of contracts.

Preparation of documents for court hearings, trial, arbitration and mediations.

Bulk printing, arranging, photocopying, copy checking, indexing, file preparation and collation.

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**References**

**Mrs. Arasadaharssini Ms. Selvambiga Selvadurai**

Legal Manager Legal Manager

Muhibah Engineering EverGreen Marine Corp

Contact No: +6012-6015153 Contact No: +6012- 2722849

**APPENDIX**

**LIST OF PUBLICATIONS**

**Journal Articles**

J.B. Rajendra & A.S Thuraisingam. (2021). The Deployment of Artificial Intelligence in ADR: The AI Augmented Arbitrator. Technology and the Law, Taylor and Francis. <https://doi.org/10.1080/13600834.2021.1998955>

Rajendra, J.B. (2020). Disruptive Technologies and the Legal Profession. International Journal of Law. ISSN: 2455-2194 Volume 6, Issue 5. (Peer reviewed journal).

Rajendra, J.B & Thuraisingam, S. A. (2021) The Impact of Artificial Intelligence in the Legal Fraternity. UUM Journal of Legal Studies. (Accepted: Publication in Vol.13 (2) July 2022).

**Conferences:**

Best Paper Award for the research paper titled: “Disruptive Technologies: Expert Legal Systems” during BLM International Conference 2020 organised by Taylor’s University Malaysia.

Best Research Award for the research titled: “Evaluating the Role of Artificial Intelligence and the Future of the Legal Profession in Malaysia: Impact and Challenges of Artificial Intelligence in Legal Practice” during FBL Colloquium in July 2021 organised by Taylor’s University Malaysia.

Best Paper Award for the research paper titled “Legal Technology Amidst the Covid-19 Pandemic: The Judiciary’s Turning Point” during the International Conference of the Future of Legal Practice organised by Taylor’s University, October 2021.