



WATTANAPORN KOMSANGWAN

+66(09)72563544 | Wattanaporn.ksw@gmail.com

49/509 Wasin Alley, Bueng Sanan Sub District, Thanyaburi District, Pathum Thani 12110

Qualified individual with background and skills in of corporate counsel, legal and policy areas, customer service, risk management and cross-functional teams to ensure success.

Professional Experience

Vor.Suppharoj Lawyer officer - Bangkok, Thailand

Apr 2021 - Present

junior Corporate Counsel

- Assist with the collection, drafting, maintenance and updating of the Group's know-how resources, with the ultimate goal of ensuring that a comprehensive set of first-class know-how materials is accessible to all lawyers in the Group.
- Assist with developing online client-facing and internal know-how resources and collating content for such resources.
- Draft and coordinate current awareness updates, client alerts and other publications.
- Help ensure accessibility of high-quality training materials by developing, coordinating, preparing, delivering and capturing training (using internet-based solutions where appropriate).
- Help to research, monitor, analyze and inform the Group of legal and industry developments and trends, articulating how they will affect the Group's practice and its clients.
- Manage allocated files to comply with office operating and legal case management system standards, including meeting set targets and providing monthly reports to the Directorate Manager.
- Assist lawyers with preparation of materials for internal and external training events.
- Provide legal research and legal technical content needed to produce various products showcasing the Firm's expertise.
- Assist with the Group's efforts to find innovative ways of using its know-how to add value to key client relationships by providing timely material to facilitate frequent interactions with clients.

True Corporation - Bangkok, Thailand

Nov 2020 - Mar 2021

5G Ambassador

- Build customer engagement and experience in the scope of 5G at event E.g. 5G knowledge and 5G Use case.
- Raise brand awareness and create customer experience through implementing marketing campaigns and education public on 5G product and service.
- Give advice on product and service to clients.
- Inform and coordinate with related team when issue is found.
- Daily Summarize service experience and report performance E.g. Problems, progress and No. of customer engagement.

Education

Bangkok University - Thailand

May 2016 - May 2019

Bachelor Degree in Law, 3.65/4.00

- Graduated with second class honors.
- Awarded the winner of the competition for answering legal questions at the provincial, regional and national levels. (2019)
- Received a position as Deputy Commissioner of the University Legal Counseling Center for the year. (2018 - 2019)
- Was elected to the court internship position as a legal assistant judge of the Intellectual Property and International Trade Court. (2018)
- Organize a volunteer camp to help stateless people Chiang Rai Province, about applying for Thai nationality and introducing legal requirements. (2017)

Sacred Heart Convent School - Bangkok, Thailand

May 2009 - May 2015

High School Diploma in English - Chinese, 3.18/4.00

Skills, Achievements & Other Experience

- **Achievements** (2022): Worked on information researching, summarizing both legal and business information from PTT OR's internal organizations in order to summarize the guidelines for formulating the Company's trade secret policy. Draft requirements, access methods and keeping confidential information of the company for the company to implement in the policy. Conduct training for employees in each department within the company. and explain the background, importance of data hierarchy within the company.
- **Achievements** (2022): Passed a Legal Practice Lawyer's License (lawyer).
- **Hard Skills**: Able to speak, listen, read and write Thai and English. Able to research and summarize information. Able to use computers and office equipment.
- **Soft Skills**: Works well under pressure and time constraints. Able to work as a team. Able to work under flexible hours.