

Curriculum Vitae

Mary Sinaida Atieno Odera

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• *Key Attributes*

- Interactive and cooperative
- Ambitious and willing to learn
- Ability to work under very minimal supervision
- Team work

• *Professional Qualification*

Post Graduate Diploma in Law

Bachelors of Laws

Diploma in Chartered Insurance Institute (DIPCI)

Course Coverage

- P92 – Insurance Business and Finance

• *Other Courses/ Certifications*

- Certificate of Proficiency (COP) in Insurance

• *Membership of professional Bodies*

- Insurance Institute of Kenya
- The Chartered Insurance institute - UK

• *Education background*

Feb 2020 - June 2021

Kenya School of Law

- ✓ Post graduate Diploma in Law

Jan 2015 – Dec 2019

University of Nairobi, School of law, Kenya

- ✓ Bachelor of Laws

Jan 2014 – Dec 2014

College of insurance, Nairobi

- ✓ Certificate and Diploma in insurance

2010 – 2013

Parklands Arya Girls High School, Nairobi, Kenya

- ✓ Kenya Certificate of Secondary Education (K.C.S.E)

Work Experience

5th August, 2022 - Present - Associate Advocate at Wanyanga & Company Advocates

- Drafting and Filling court Pleadings
- Attending court for mentions and hearings
- Conducting client interviews
- Negotiating and drafting contracts
- Conducting legal research on various areas of the law and drafting legal opinions on the same
- Drafting legal advisories both for clients and the firm on legal matters as required.

Mar 2022 - August 2022 - Holding over Pupil at Wanyanga & Company Advocates

- General client care
- Supervising pupils
- Conducting client interviews
- Drafting and filing court pleadings
- Conducting legal research on various areas of the law and drafting legal opinions on the same
- Attending court sessions in company of Advocates

August 2021- Feb 2022 - Advocate Trainee at Ochich TLO & Associates Advocates

- Drafting and filing court pleadings
- Conducting legal research on various area of the law and drafting legal opinions on the same
- Attending court sessions in company of Advocates
- Drafting conveyancing instruments

2014-2016 - Legal intern at Takaful Insurance

- Undertaking legal research on different legal areas including policies and legal regulations
- Ensure proper documentation of the policies and other relevant legal documents
- Assist in drafting necessary company policies.

- *Referees*

- **Sanifa Shao**

Takaful Insurance of Africa

Tel: 0726285459

- **Ojwang David Otieno**

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Ochich TLO & Associates Advocates

- **Kennedy Oduor Wanyanga**

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Wanyanga & Company Advocates