


PROFESSIONAL PROFILE

Motivated law school graduate seeking a full-time legal executive position where I can apply my knowledge of court proceedings and legal codes. Eager to put strong organizational skills at the service of your firm

MOST PROUD OF

-  **Singe Minded Loyalty & Integrity**
- My adaptability and diligence has enabled me to challenge conventional ways of working & has let me learn more efficient techniques of diverse work style
 - I take pride of my work and work place
 - I am committed to individual/organizational goals and dedicated to meet its criteria’s and supporting objectives

INTERNSHIP

Senio Legal Advisor Intern  **Aug’ 21 – Oct’ 21**  **Chennai, India**
M/s. Nathan and Associates

- My Roles & Responsibilities included the following:
- Assisted in dealing with NCLT, City Civil and Family court cases ; Collected Case Details, Filed Affidavit and submitted them for the court procedures
 - Performed Contract Drafting, Review, Management and Abstraction
 - Created drafts and sub-drafts for up to 100 cases
 - Brain Stormed on Case Points and accompanied seniors during court hearings

Corporate Legal Advisor Intern  **Oct’ 19 – Dec’ 20**  **Chennai, India**
Credo Legal Syndicates LLP

- My Roles & Responsibilities included the following:
- To Collect Case Details, File Affidavit and to submit them for the court procedures
 - Brain Stormed on Case Points for further court hearings
 - Participated in Virtual Hearings of Civil and Criminal cases at High Court
 - Participated in Virtual Hearings of corporate cases at Debts Recovery Tribunals and Debts Recovery Appellate Tribunals

Civil & Criminal Legal Advisor Intern  **June’ 17 – Apr’ 19**  **Chennai, India**
Under Senior Advocate N.K.Sankaranarayanan, District Magistrate Court

- My Roles & Responsibilities included the following:
- To Collect Case Details, File Affidavit and to submit them for the court procedures
 - Brain Stormed on Case Points for further court hearings
 - Participated in Hearings of Civil and Criminal cases at Magistrate Court

WORKSHOPS

- Participated in Moot Court and Mock Trails
- Participant of various legal forums conducted by SRM University, Chennai
- Attended various Legal programs conducted by Tamil Nadu Government

CO-CURRICULARS

- Volunteered in Legal Aid Campus
- Sports Coordinator of SRM University
- Event Coordinator for Inter-Collegiate Festivals







Legal Skills

Drafting
Assistance
Legal Contracts
Legal Compliance
Legal Notices
Risk Management
Client Handlings
Legal Issues
Litigations



Interpersonal Skills

Analytically Driven
Collaborative & Team – Oriented
Inter-Culturally Sensitive
Leadership Quality
Proactive
Perfectionist
Adaptable
Confident & Deterministic
Productive

Achievements

-  **Winner** of 160Kgs Weight Lifting conducted by SLAM Fitness
-  Secured **4th** Position in **Mr. Tamil Nadu** Body Building
-  Secured **5th** Position in **Mr. Chengai** Body Building
-  Secured **6th** Position in **Muscle Mania India** Body Building
-  Secured **6th** Position in **Thiruvallur District** Body Building
-  Under 14 & 17 Cricket Tournament **Champion**

Education & Certifications

LL.M. in Corporate & Financial Law Jindal Global Law School	 Sep’ 21- Now
B.Com. LL.B (Hons.) SRM University	 May’ 21 CGPA : 7.5
All India Senior School Certificate Exam Prashanthi Gurukulam School, CBSE	Score : 66.6%
All India Secondary School Leaving Certificate Exam Kendriya Vidyalaya , CBSE	CGPA : 6.6

Software Proficiency

Microsoft Office Word	<div><div></div><div></div><div></div><div></div><div></div></div>
Microsoft Power Point	<div><div></div><div></div><div></div><div></div><div></div></div>
Microsoft Excel	<div><div></div><div></div><div></div><div></div><div></div></div>
Computerized Accounting	<div><div></div><div></div><div></div><div></div><div></div></div>

Languages

English	<div><div></div><div></div><div></div><div></div><div></div></div>
Tamil	<div><div></div><div></div><div></div><div></div><div></div></div>
Hindi	<div><div></div><div></div><div></div><div></div><div></div></div>
Telugu	<div><div></div><div></div><div></div><div></div><div></div></div>