
SAROJ KUMAR CHHOTARAY
At-,Barabari,Jagamara
Khandagiri, BBSR,Khurda.

Cell -09437202343, 09776210838

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OBJETIVE: To become a part of an organization where I could work Independently, efficiently and dedicatedly. Besides that, I could express and utilize my efficiency for the growth and development of the organization and of mine also. To achieve a managerial Position in a professional organization where a professional degree, experience, legal and analytical skills would be of value

STRENGTHS:

- Around Seven years of Experience in Legal Practice.
- Proficient in contract review and strong negotiation Skills
- Good analytical and later personal Skills
- Strong Communication Skills
- Computer Proficiency

PROFESSIONAL EXPERIENCE:

*Working as Advocate in Orissa High Court from the 14-07-2001 to till 28th Feb-2008.

* Working as Sr. Legal Executive in Magma Fincorp Ltd (Formerly Known as Magma Shrachi Finance& Magma Leasing Ltd) Ltd From 08-09-2008 to till date

* Dealing with statutory filing, handling of all legal matters (such as Consumer, Corporate, Labor, Civil litigations, Land Acquisition, Banking/Finance and Arbitration and SURFEICE) including legal documentation, dealing/briefing all the briefs to the Advocates, Drafting of Complaint, Giving Opinions in different legal issues ,petitions and Counters and preparing documentations.

* Dealing with all the legal affairs/disputes of the Corporate.

* Preparing and sending periodical reports/MIS to the reporting Authorities as daily basis.

* assisting to release of the Vehicle from the police and forest Authorities

* Initiating complain, Arbitration against the defaulters

* Dealing with legal cases under Section 138 of Negotiable Instrument Act

* Attending Civil & Criminal courts across Orissa and appearing hearings on behalf of the Company and filling execution cases on behalf of company and obtaining Attachment warrant from different locations.

*The vital role of recovery in 180+.730+, S&S Dept. In field with pressurized the customer for recovery.

DOB: - 22ND May 1975

PRESENT ADDRESS-

**Saroj kumar chhotaray
C/o-Basanti Maharana
At/ Barabari,Jagamara
Po- Khandagiri (Bhubaneswar)
P.S- Khandagiri
Dist-KhurdaOdisha**

EDUCATIONAL QUALIFICATIONS:

***LLB (UTKAL UNIVERCITY-1997)
*B. A(UTKAL UNIVERCITY-1994)
*MATRICULATION (BOSE-1989)
* M.A IN HISTORY -2000**

OTHER QUALIFICATION:

PGDCA-1991- From Capital computer centre Bhubaneswar

LANGUAGE KNOWN:

***Oriya, English, Hindi**

NATIONALITY:

***Indian**

MARITAL STATUS:-

*** Married**

HOBBY-

***Reading Magazine, playing Cricet, Volley**

Signature of the Applicant

Date-28/11/2016

Place- Bhubaneswar