**ALOK**



[**Alok.392372@2freemail.com**](mailto:Alok.392372@2freemail.com)



**OBJECTIVE:**

* Strive to achieve cordial labor relations, with signing of suitable employee contracts and protect the interest of employer in any suits against the employer, ensure proper legal compliance to protect the interest of the employees in case of injury caused during the course of employment and out of employment.
* Endeavour to work for the benefit of the company or its officials in a variety of legal events.
* Recommend corporate customers regarding transactions of business involving stockholders, officers, directors, internal affairs, and corporate relations among general public.
* Offering legal recommendations on business firms, companies and its projects and to corporate officers about their legal responsibilities or obligations, duties, rights and possibilities of violations and solutions thereof.
* Coordinate and conduct research into a diversity of legal matters.
* Oversee the entire HR process including human resource planning, welfare and general administration, etc.
* Competence to complete the work assigned without compromising on quality under all circumstances using a combination of organizational and presentation skills.

**EXPERIENCE:**

**Legal Advisor**

**April 2018 – April 2019**

**ROLES AND RESPONSIBILITIES:**

* To draft contracts of sale and agreements for the sale of flats and commercial shops.
* To deal with the arising legal obligations during the course of deals with the clients.
* To register the sale of the shops and flats at the local government body.

**Under senior lawyer Miss Beena Achar, as Junior Advocate.**

**(June 2016-June 2017)**

**ROLES AND RESPONSIBILITIES:**

* Draft contracts of sale and agreements for the sale of flats and commercial shops.
* Deal with the arising legal obligations during the course of deals with the clients.
* Register sale of the shops and flats at the local government body.
* Advise clients concerning business transactions, claim liability, advising for prosecuting or defending lawsuits, or legal rights and obligations.
* Interpret laws, rulings and regulations for individuals and businesses.
* Analyze the probable outcomes of cases, using knowledge of legal precedents.
* Evaluate findings and develop strategies and arguments for preparation and presentation of cases

**1**

**ALOK**



[**Alok.392372@2freemail.com**](mailto:Alok.392372@2freemail.com)

* Gather evidence to formulate defense or to initiate legal actions, by such means as interviewing clients and witnesses to ascertain the facts of a case.
* Examine legal data and do exhaustive research work to determine advisability of defending or prosecuting lawsuit.
* Study Constitution, statutes, regulations and ordinances of quasi-judicial bodies and precedents thereof to determine ramification for cases.
* Prepare and draft legal documents, such as wills, deeds, patent applications, mortgages, leases, and contracts.
* Negotiate settlements of civil disputes through alternate dispute resolution.
* Perform administrative and management functions related to the practice of law.

**ACADEMIC INTERNSHIP:**

1. (B.A, LLB Spl , D.E.E, P.G.D.I.R,P.M )

Duration 4 months

December 2013 – January 2014 June 2014 – July 2014

1. ( B.Sc , LLB Spl )

Duration 4 months

December 2014 – January 2015 June 2015 – July 2015

1. ( B.Sc , LLB Spl )

Duration 4 months

December 2015- January 2016 April 2016 – May 2016

**CORE QUALIFICATIONS:**

* Strong administration and management skills
* Knowledge of legal laws.
* Effective communication skills with exceptional relationship management proficiency & adept at maintaining cordial relations with legal counsels and other internal and external personnel.
* Outstanding knowledge of legal terms.
* Strong leadership skills.
* Good information of legal documents.
* Ability to direct customers about business dealings, claim liability, advice defending or prosecuting lawsuits and other legal events.
* Capable to explore and learn having abilities to manage legal matters.
* Ability to resolve difficulties.

**SKILLS:**

* Collaboration skills.
* Emotional intelligence.
* Financial Literacy.
* Consulting.
* Counseling.

**2**

**ALOK**



[**Alok.392372@2freemail.com**](mailto:Alok.392372@2freemail.com)

* Team Leadership.
* Vendor and buyer Relations.

**Post-graduation:**

|  |  |
| --- | --- |
| **LL.M. in Business and Corporate Law,** | **6.71 GPA** |

Symbiosis Law School, Pune, (2017-2018)

Symbiosis International University, India.

**Graduation:**

|  |  |
| --- | --- |
| **Bachelors in Law** | **53%** |

Raja Lakhamgouda Law College,

Belgaum, Karnataka, (2011-2016)

|  |  |
| --- | --- |
| **Bachelors in Business administration** | **53%** |
| Raja Lakhamgouda Law College, |  |
| Belgaum, Karnataka, (2011-2016) |  |
| **Schooling:** |  |
| **St. Xavier’s High School,** |  |
| **Belgaum. (Karnataka)** | **81.44%** |

**SOFTWARE SKILLS:**

* Microsoft Office
* Legal Research Skills
* Document Management System
* Manupatra
* Westlaw India
* SCC online

**RESEARCH THESIS:**

* EFFECTIVE IMPLEMENTATION OF INTERNATIONAL STANDARDS FOR THE SAFE AND SOUND RECYCLING OF SHIPS IN ALANG SOSIYA , GUJARAT. (India)

Duration -6 months

Abstract:

This research was focused on the study of National and international regulatory instruments pertinent on the ship recycling industry in Alang Sosiya, India. The main prominence was on paralleling these regulatory instruments with the present state of ship recycling industry and access on the changes that can be brought and their limitations.

**3**

|  |  |  |
| --- | --- | --- |
|  |  | **ALOK** |
|  |  |  |
|  |  | [**Alok.392372@2freemail.com**](mailto:Alok.392372@2freemail.com) |
| **PERSONAL DETAILS:** |  |  |
| Date of Birth | : | 04.08.1993 |
| Languages known | : | English, Hindi, Marathi, Kannada, Tulu. |

I hereby declare that the information furnished above is true and correct.

(Alok)

**4**