






**Ashwini
Venugopal**
Advocate/Legal
Advisor/HRA

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Objectives

To obtain a position that will enable me to use my abilities to its maximum and acquire new and better working environment to enhance my strong organization skills, award winning educational background, and ability to work well with people with strong communication skills and leadership consistently delivering optimal outcomes for clients.

Skills

- Legal Knowledge
- Client Counselling
- Active Listening
- Legal Drafting
- Dispute Resolution
- Documentation
- Contract Negotiation
- Power Point

Experience

JAN 2024 - PRESENT

Lawyer/ High Court of Kerala/ Lower Courts of Kerala

- Provide Legal advice to clients on a variety of civil and criminal matters.
- Conduct legal research and analysis and stay up to date with the amendments in laws.
- Drafting and reviewing legal documents, including contracts, agreements, bank notices, and letters.
- Assisting clients in understanding legal issues and potential risks.
- Negotiate on behalf of clients and litigation to reach settlements.

Education

Mahatma Gandhi University

2023

Graduated Lawyer (BA LL.B)

JAIN University, HRA Diploma

Higher Secondary

2017

Language

- English
- Hindi
- Malayalam
- Tamil

Activities

- * Highly motivated employee with desire to take on new challenges.
- * Strong work ethics, adaptability and exceptional interpersonal skills.

Personal Profile

Date of Birth : 18/09/2000

Marital Status : Married

Nationality : Indian

Visa Status : Visit Visa