

SHAWN BARBOZA

Details

+ (91) 9152304116

barbozashawn@gmail.com

Mumbai Suburban (Borivli)

Relevant Skills

- Legal Research
- Detail Oriented
- Time Management
- Drafting
- Critical Thinking
- Strong Communication

Computer Skills

- Ms Word
- Ms Excel, Power Point
- Tally 9

Languages

- English
- Hindi
- Marathi

Hobbies

- Tracking sectoral trends in Capital Markets.
- Cycling.
- Running.

OBJECTIVE

To secure a challenging position in an organization wherein I can build on my past experience and utilize my knowledge and skills effectively while making a significant contribution in achieving the desired goals of the organization.

Professional Experience

Legal Executive

Sept,2022- Jan,2023

Shriram Finance Ltd.

Responsibilities:

- Legal Compliance, Grievance Resolution, Interacting closely with Legal counsels for effective representation of the Company's stand with regard to grievances of clients lodged with Reserve Bank of India (RBI) , Engaging in legal drafting, vetting of documents, agreements, Maintaining MIS of pending case list.

Judicial Intern

March,2022- May,2022

At the Chambers of Hon'ble Justice Revati Mohite Dere, Bombay High Court.

Responsibilities:

-Research on the applicable laws, drafting memoranda on relevant cases, attending court proceedings, Proofreading orders and judgments etc.

Legal Intern

Feb,2022- March, 2022

At the Chamber of Advocate Satish Raut, Bombay High Court.

Responsibilities:

- Read briefs relating to civil, commercial matters, criminal applications, drafted Vakalatnamas, Praecipes, Service Letters, Synopsis of cases, Research on case laws, legal issues etc.

Education

Bachelor of Law (LLB) ,

K.C. Law College, Mumbai.

August,2022

Secured 71.5%.

Bachelor of Management Studies,

St. Xavier's College – Autonomous, Mumbai.

June, 2018

Secured 75%.

HSC (Higher Secondary Certificate)

St. Andrew's College, Mumbai.

June,2015

Secured 85.38 % in Commerce Branch.

SSC (Secondary School Certificate)

St. Francis D'Assisi High School, Mumbai.

June,2013

Secured 86.00%.

Extra-Curricular Activities

- Student Volunteer at Parivartan Kendra (NGO) - Teaching and assisting children from underprivileged and vulnerable sections of society.
- Participated in Athletic meets and Football tournaments at School and College level.
- Participated in Event management activities at various College Festivals.