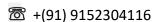
SHAWN BARBOZA

Details



□ 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,

June, 2018

St . Xavier's College – Autonomous, Mumbai.

Secured 75%.

HSC (Higher Secondary Certificate)

June,2015

St. Andrew's College, Mumbai.

Secured 85.38 % in Commerce Branch.

SSC (Secondary School Certificate)

June,2013

St.Francis D'Assisi High School, Mumbai.

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.