



PROFILE

To be an advocacy coordinator and contribute to the social, economic and financial development of the organization and to be an able citizen and utilize my skills to the best of my ability

AGE AND DOB

23-09-1994 Age -28

CONTACT

PHONE: 9656445189

EMAIL:

Jinadevjinadev@gmail.com

LANGUAGES KNOWN

English
Malayalam
Hindi

LOCATION

Kerala, India

JINADEV K KARTHIKEYAN

LEGAL MANAGER

EDUCATION

SREE NARAYANA LAW COLLEGE POOTHOTTA COCHIN, MAHATMA GANDHI UNIVERSITY

04/2017

BA.LLB

SRI.GUJARATHI VIDHYALAYA, KERALA BOARD

05/2012

HIGHER SECONDARY

WORK EXPERIENCE

From June-2022 to present

Manappuram Finance Limited- Legal manager

Joined the Micro home finance department at manappuram

KRAs

Document verification, Vetting and Legal Scrutiny.

From Sept 2021

Adv. Shanavas- Civil/Criminal Advocate

Started regular litigation practice under Senior Advocate M. Shanavas at Calicut Bar Association.

Mainly focused on Civil and Criminal Cases and undergone Document verification, Vetting and Preparation of Legal Scrutiny Report.

Oct-2018 – Sep-2021

SBI CARDS- Document Executive

- Complete the documentation process of sales generated leads and close the same
- Complete knowledge of the documentation procedure in order to identify the errors and rectify the same
- Collection and completion of applications from field in order to dispatch the same
- Business enhancement by timely reporting the applications in the required format at head office

From Feb-2014

Internships

- **DISTRICT LEGAL AUTHORITY**
 - Compulsory internship under the District Legal Authority as part of the rules of the legal education laid by the Bar Council of India (1 month)
- **CP JYOTHI AND RAJESH C PADMANABHAN ASSOCIATES**
 - 4 Weeks of training and internship under Adv.CP Jyothi of Jyothi and Rajesh C associates, learning the basics of practical law practicing.
- **C UDAYABHANU ADVOCATES**
 - One month of regular internship under Adv.Udayabhanu as a part of the legal education rules by the Bar Council of India.

SKILLS

- Team Builder
- Presence of Mind
- Capable of working in challenging environments
- Adaptability

COMPUTER KNOWLEDGE

- Software: MS Excel, Word
- PowerPoint and presentation