

Name : NANDANA S SREENATH
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CAREER OBJECTIVE

To contribute to the success and expansion of an organization and at the same time to grow both personally and professionally by continuously increasing my skills.

JOB PROFILE

- Appearing before the court
- Providing the legal scrutiny
- Prepare agreement documents such as power attorneys
- Understands the contents and intent of the paperwork
- Drafting legal documents
- Know about the basic understanding of transactions in the notary department

SUMMARY OF QUALIFICATIONS:

- Strong experience in various legal advisory
- Deep knowledge of public and private law
- Good understanding of the functions of the Court and Registry
- Ability to learn complex areas of law quickly and precisely
- Ability to interpret complex legal concepts

EDUCATIONAL QUALIFICATIONS:

LLB From Al Azhar Law Collage Thodupuzha(2023)
Degree From St.Joseph's Collage Irinjalakuda(2020)
Plus Two from L.F.C.H.S.S Koratty (2017)
SSLC From M.A.M.H.S.S koratty (2015)

COMPUTER KNOWLEDGE

- Basic computer knowledge
- Data entry – English

LANGUAGE KNOWN

English

Malayalam
Tamil

KEY SKILLS

- Communicate persuasively
- Coordinating and sharing information and knowledge.
- Cultivating relationships with colleagues, staff, clients, experts, vendors, and others.
- Attending and participating in team events, meetings, and conferences
- Develop the tech know-how to make wise technology decisions
- Convey information in a clear, concise, and logical manner.
- Calendar and time management skills

PERSONAL DETAILS

DOB : 11/10/1999
Marital Status : Single
Nationality : Indian
Blood Group : o+
Father Name : S K Sreenath
Mother Name : Bindu Sreenath

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and belief.

Place:

Date: