



VIJAYALEKSHMY

To ensure a responsible career opportunity to fully utilize my abilities, training and skills by making a significant contribution to the success and reputation of a positive environmental organization

EXPERIENCE

2021 - Present

Advocate ENROLL : K/002204/2021

Practicing as Junior Advocate at Kollam Bar Association, Kerala from November 2021

EDUCATIONAL QUALIFICATION

PG DIPLOMA IN HOSPITAL ADMINISTRATION MANAGEMENT

IBIS Academy Thrissur (2021 - 2022)

BBA LLB INTEGRATED (KERALA UNIVERSITY)

Sree Narayana Guru College of Legal Studies, Kollam (2015 - 2021) CGPA 6.2

AISSCE (Grade 12) CBSE

Aiswarya Public School, Kalakkode (2013 - 2015) 79.2%

AISSE (Grade 10) CBSE

Aiswarya Public School, Kalakkode (2012 - 2013) 77.9%

INTERNSHIPS

- Process study and data collection in Village office Varkala, Trivandrum, Kerala, April 2016
- Observation and data collection in Poothakulam Grama Panchayat, Kollam, Kerala, April 2017
- Internship at Janamythri Police Station, South Paravur, Kollam, Kerala, April 2018
- Case study and case reference in Excise Range office Varkala, Trivandrum, Kerala, April 2019
- Case hearing and data collection on various Tribunal cases in Kerala Co-operative Tribunal, Trivandrum, Kerala, May 2019

ACHIEVEMENTS

- Asia Book of Record's, titled as 'Grand Master' as confirmed on November 2021.
- India Book of Record's Holder 2021 for writing the names of the maximum number of Indian women freedom fighters on a glass bottle.

EXTRA CURRICULAR ACTIVITIES

- Two year programme in National Service Scheme 2016 - 2018, Enrollment No: 16/35
- National service scheme special camps from 26 December 2017 to 1st January 2018

KEY RESPONSIBILITY HANDLED

- Youth Club Secretary of Janamythri Police Station Paravoor, Kollam from May 2018 to May 2019

Date

Signature

Place

Name

CONTACT

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Address

Kottaram Veedu

Kalakkode P O, Paravoor, Kollam

Kerala - 691302, India

SKILLS

- Effective Communication
- Flexible with surroundings
- Time Management
- Critical Thinking
- Responsible
- Team Player
- Leadership
- Work Ethic

LANGUAGE

- English
- Hindi
- Malayaalam

PROJECT WORK

- Project on the topic "Training and Development of Hospital Employees"

REFERENCE

Adv Kallada M Balachandran

K/243/78, Kollam Bar Association

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