



## CERAFIN K. T

Legal Assistant



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## PROFILE

"As a motivated and ambitious BBA LL.B (Hons) graduate, I am eager to secure a position that fosters continuous growth, utilizes my diverse skill set, and offers opportunities for professional development. With a solid educational foundation in both business administration and law, I bring a unique blend of analytical thinking, legal expertise, and strategic business acumen. I am committed to contributing my knowledge and skills to an organization that values innovation, encourages learning, and offers a platform for personal and professional advancement."



## LANGUAGES

English	Speak	Read	Write
Malayalam	Speak	Read	Write
Hindi		Read	Write
Tamil	Speak		

## SKILLS



Good	<div style="width: 75%;"></div>	Team	<div style="width: 75%;"></div>
Communication	<div style="width: 75%;"></div>	Management	<div style="width: 75%;"></div>
MS Office	<div style="width: 75%;"></div>	Hardwork	<div style="width: 75%;"></div>
Punctual	<div style="width: 75%;"></div>		



## EDUCATION

**BBA, LL. B ( HONS )(Law** **2018 - 2023**  
**And Business With 50 % )**  
**Bharat Mata School Of**  
**Legal Studies / MG**  
**University Kerala**  
**Cochin, India**

I have Successfully completed BBA LL. B ( Hons ) Degree from MG University, Kerala and Waiting for My Enrollment as a lawyer in Kerala

**(Commerce With 72 % )** **2015 - 2017**

Higher Secondary  
Education  
Kerala, India

"During my higher secondary education in commerce, I gained a strong understanding of business fundamentals such as economics, accounting, and finance. This laid the groundwork for my analytical skills, financial management knowledge, and comprehension of business operations, providing a solid foundation for my academic and professional growth."

## EXPERIENCE



Legal Assistant

Aug 2023 - Jan

Root Legal LLP

2024

Vivail Building

K.K.Padmanabhan Road,  
Near, High Ct Rd, Kochi,  
Kerala 682018, India

"During my six-month tenure at Root Legal LLP, a law firm adjacent to the Kerala High Court, I gained invaluable post-graduate experience in various legal facets, including case management, legal research, and client liaison. This role provided me with a hands-on understanding of courtroom procedures and practical application of legal principles. It was a pivotal period that sharpened my legal skills, preparing me effectively for enrollment while deepening my grasp of real-world legal practices."

Intern

Aug 2020 - Sep

Internship At Kerala State

2020

Consumer Dispute Redressal

Commision ( Kerala And

Lashadeep )

, India

"During my internship at the Kerala State Consumer Dispute Redressal Commission, I gained practical experience in consumer law and dispute resolution, actively participating in case research and assisting in preparing legal documents. This opportunity enhanced

my understanding of consumer rights and the application of legal principles in real-world scenarios, refining my skills in legal analysis and procedural comprehension."

Intern Jan 2021 - Mar 2021  
Internship At Kerala State  
Legal Service Authority,  
Ernakulam  
, India

"During my KELSA internship, I actively participated in legal aid programs, gaining firsthand experience in supporting marginalized communities and deepening my understanding of social justice issues." "During my KELSA internship, I actively participated in legal aid programs, gaining firsthand experience in supporting marginalized communities and deepening my understanding of social justice issues."

Intern Apr 2023 - Apr 2023  
Internship At Kerala Police  
Department  
, India

"During my internship at the Cyber Crime Police Department, I gained practical experience in investigating cyber-related offenses and learned about digital forensics. This opportunity provided me with valuable insights into cybersecurity measures, the legal aspects of cybercrime, and techniques used in addressing digital offenses, enhancing my understanding of technology's intersection with law enforcement."



## HOBBIES

Writing

Reading

Research

Music

Travel

## PROJECTS



**Project:** Participated in Three Day National Seminar On Realisation of collective Rights of Tribals :Issues and Challenges

**Duration:** 3 days

**Description:** I have participated in Three Day National Seminar on Realisation of Collective Rights of Tribals :Issues and Challenges held at His Highness Maharaja's Government Law College, Ernakulam From 8th to 10 th March 2019 Conducted by the Centre for Law Government and Policy Studies

**Project:** Participated in Two day National Seminar on Human Rights Challenges to Medical Sector in India

**Role:** Participant

**Duration:** 2 days

**Description:** I have Actively participated in Two day National Seminar on Human Rights Challenges to Medical Sector in India, Organized by Centre for Medical Law, Government Law College, Ernakulam in associated with Chikitha Neethi, Thrissur at His Highness Maharaja's Government Law College, Ernakulam on 11th and 12 th January 2019

**Project:** Participated in Two Day State Level Workshop on Rights to Die with Dignity :Issues and Concerns

**Duration:** 2 days

**Description:** I have participated in Two day State workshop on Right to Die with Dignity : Issues and Concerns, Organised by Centre for Medical Law, Government Law College, Ernakulam at His Highness Maharajas Government Law College, Ernakulam on 5th - 6th October 2018

**Project:** Participated in Intra Moot Court Competition, 2019 held at Bharata Mata School Of Legal Studies (BSOLS ). and has won the 14 th Rank prize at the Competition.



## REFERENCE

**Reference name:** Dr. Dayana M. K

**Designation:** Assistant -Proffesor

**Company Name:** Gov. Law college Ernakulam

**Mobile:** 919946020305

## DECLARATION

I hereby declare that all the details provided above are true to the best of my knowledge.

Your's faithfully,

A handwritten signature in black ink, appearing to be 'Cord', written in a cursive style.