RESUME

Surya Prakash Patel

 401/2, Anantpur colony, Rewa (M.P.)

Contact No:-8839374630

 Email ID: - Suprapatel31@gmail.com

 **Objective**

Organized and self- motivated individual with paralegal experience and ability to work independently looking to obtain the position of Legal executive offering experience handling files in civil and criminal litigation and 2years of legal assistant work.

**Educational Qualification**

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| --- | --- | --- | --- |
| **Qualification** | **School/university** | **Passing year** | **Percentage** |
| LL.B | APSU REWA | 2018 | **58** |
| BS.C | DAVV INDORE | 2012 | **72** |
| 12TH | MP BOARD | 2007 | **64** |
| 10TH  | MP BOARD  | 2005 | **65** |

**Skills**

▪ Skilled in drafting of legal documents.

▪ Organizing and managing documents to be produce in litigation.

▪ Able to work with different legal problems.

▪Outstanding analytical skills.

 ▪capable to create various important contacts.

▪ Skilled to make proper use of knowledge and information.

**Professional Experience**

Practicing under senior advocate Mr.Ghmshyam Singh at District and Session court Rewa (M.P) since May 2018.

*Legal Assistant*

▪Legal drafting, trial and appeal of 138 U/s NIA.

▪ Legal drafting, trial, and appeal of criminal cases of Indian Penal Code, NDPS, Arms Act etc.

▪ Bail drafting, filing and furnishing.

▪ Legal drafting, filing and trial of civil cases.

**Strength**

▪ Solution oriented.

▪ Flexible in nature.

▪ Strategic planning.

**Weakness**

▪ Self –Criticism.

 ▪Over bearing.

▪ Bad handwriting.

**Extra Curricular Activity**

▪ Gold medal in state computer knowledge competition.

▪ Awarded for District level Sanskrit knowledge completion.

▪ played a role in Drama in Mogali festival In School days.

**Hobby**

▪ Gardening

▪Teaching

**Personal Information**

**Date of Birth:** 31st July 1990

**Marital Status:** Unmarried

**Father’s name**: Mr. Shiv Kumar Patel

 **Address:** 401/2 Anantpur colony Near Janta College Rewa (M.P**)**

**REFRENCES AND SUPPORTIVE DOCUMENTS FURNISHED UPON REQUEST.**

**Place: (Surya Prakash Patel)**