

# CHANDHINI V

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## CAREER OBJECTIVE

To pursue successful career in the field of law, applying my knowledge and hard work towards the growth of the concern and myself.

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## SKILLS

- Legal Assistance
- Civil Litigation
- Legal Research
- Litigation
- Legal Writing
- Commercial Litigation

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## PROFESSIONAL EXPERIENCE

**Practicing in the Madras High Court & Mayiladuthurai Court** –June 2015 – Present

**Dugar Housing Ltd** — Chennai · JUL 2019 to Mar 2020

### Legal Manager

#### *Key Contributions:*

- Legal Due Diligence
- Revising and Reviewing Legal Risks
- Providing Legal Opinion over the title of the property.
- Replying and / issuing Legal Notices
- Doing Legal Research on issues and evaluate different risk factors
- Apply effective risk management techniques in legal matters,
- Offer proactive advise on possible legal issues,
- Communicate and negotiate with external parties (regulators, external counsel, public authority, clients, etc.), creating relations of trust,
- Draft and solidify agreements, contracts and other legal documents to ensure the concern's full legal rights,
- Conduct work with integrity and responsibility,
- Maintain current knowledge of alterations in legislation.
- Communicating with clients regarding the project documents
- Following up / assisting the advocates on the respective cases
- Negotiation / settlement talks with other side advocates
- Drafting and finalizing agreements/documents as per law for the concern projects like

- Sale deed, Agreement for Sale,
- Builder's Agreement, Construction Agreement,
- Joint Development Agreement, Joint Venture Agreement,
- Lease Deed & Mortgage Deed
- General & Specific Power of Attorney
- Tripartite and Quadripartite Agreements
- Promise To Mortgage Agreement
- Handing Over Agreement
- Registration of agreements and deeds
- Handling cases
  - Original Suits and First Appeal Cases
  - S.138 in Negotiable Instruments Act Cases
  - Money Suits
  - RERA cases
  - Family Court Case
  - Applying before the Government officials for Encumbrance certificate, Patta, Chitta, Adangal, Building permit, planning permit, FMB, Orientation sketch and like
- Interacting and following-up with consultants to get respective clearance certificate and NoC's for the concern project.

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## PROFESSIONAL EXPERIENCE

*(Continued)*

**Landmark Housing Projects Chennai Pvt Ltd — Chennai ■ OCT 2018 to JUL 2019**

### Legal-Solicitor

***Key Contributions:***

- Providing Legal opinion to the projects
- Drafting documents / agreements / deed
- Legal Due Diligence
- General & Specific Power of Attorney
- Following up cases in Courts
- Clarifying legal doubts to the customers
- Co-ordinating with concern Bank authorities and Governmental Officials to get approval and / NoCs.
- Conduct work with integrity and responsibility.
- Doing Legal Research on issues and evaluate different risk factors.

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**EDUCATION & CERTIFICATIONS**

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<b>COURSE</b>	<b>INSTITUTION</b>	<b>BOARD</b>	<b>PERIOD OF STUDY</b>	<b>%</b>
<b>B.L (HON'S) 3 year course</b>	School of Excellence In Law, Chennai	The Tamilnadu Dr. Ambedkar Law University Chennai	2012-2015	67.15%
<b>B.Sc., (Computer Science)</b>	A.V.C. College Of Arts & Science (Autonomous) Mayiladuthurai.	Bharathidasan University Trichirapalli. (affiliated)	2009-2012	82.73%
<b>Higher Secondary</b>	Raj matriculation Higher Secondary School Mayiladuthurai.	State Board of Tamilnadu.	2007-2008	78.58%
<b>SSLC</b>	Raj matriculation Higher Secondary School Mayiladuthurai.	Matriculation	2005-2006	87.18%

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**PERSONAL INFORMATION**

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Date of Birth : 17.06.1991  
Date of Enrollment : 09.10.2015  
Enrollment Number : MS.2648/2015  
Nationality : Indian  
Father's name : Venkatesan .R  
Languages known : English (WRS), Tamil (WRS), Hindi (S).  
Permanent Address : No.12/39, Viswanathapuram, Kamarajar Road,  
KoranadMayiladuthurai, Nagapattinam District,  
PinCode-609001

**DECLARATION**

All information furnished above is a true and correct to the best of my knowledge and belief and if given an opportunity, I shall discharge my duties to the entire satisfaction of the employer.

DATE :  
PLACE :

Your's faithfully

**(Ms.V.CHANDHINI)**