

CHINMAYANAND CHIVUKULA

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I am a legal professional with over two years of experience in legal research, drafting, and administrative support. My strong interpersonal skills and keen attention to detail, along with my ability to manage complex projects and meet tight deadlines, position me to deliver high-quality results. I am eager to contribute my expertise and grow within a diverse and supportive organisation.

EDUCATION AND QUALIFICATION

- Advocate: Bar Council of Delhi, India [2021]
- LLM (International and European Business Law), *Trinity College Dublin-2:1* [2023-2024]
 - First Class Honours (1:1): Corporate Governance in the EU, EU Aviation Law, Legal Issues in Sustainable Finance
 - Thesis: *Building a Sustainable Company Law in the EU: Prospects and Challenges*
- BA LLB (Hons.), *Symbiosis Law School, Pune-1:1* [2016-2021]
- Grade 12 *Chinmaya Vidyalaya, Hyderabad-1:1* [2015]
- Grade 10, *Narayana Concept School, Hyderabad-1:1* [2013]

KEY SKILLS

- Litigation and Arbitration Support
- Legal Research
- Construction Law
- Client Relationship Management
- Settlement Negotiations
- Analytical Reasoning
- Contract Law
- Collaboration
- Claims Management
- Legal Drafting
- Commercial Laws
- Attention to Detail

WORK EXPERIENCE

OSM Partners LLP, Legal Administrative Assistant [October 2024-Present]

- Document Preparation: Draft statutory declarations, stamp documents, and ensure compliance with strict guidelines for civil bills and motions before Irish courts.
- Court work: Regularly attend the Circuit Court, the High Court, and the Court of Appeal to file documents and help manage the procedural aspects of matters.

F.H. O'Reilly & Company Solicitors, Legal Secretary [May 2024-September 2024]

- Document Preparation: Drafted letters and Injuries Resolution Board applications, ensuring their compliance with strict guidelines.
- Calendar Management: Oversaw the partner's calendar, ensuring documentation of meetings and court dates—providing timely reminders to the partner—and finalised the plan of action for each engagement.
- Meeting Coordination: Oversaw and coordinated internal and client meetings, ensuring effective communication and documentation.

Lakshmikumar & Sridharan, Associate, Commercial Dispute Resolution [September 2022- April 2023]

- Settlement Negotiations: Negotiated and drafted settlement agreements to resolve clients' conflicts with business partners amicably—avoiding escalation to adjudication—and preserved business relationships.
- Arbitration and Litigation Support: Managed multiple complex commercial and insolvency matters, ensuring timely resolution and adherence to strict timelines.
- Document Preparation: Drafted pleadings and evidence submissions, ensuring all materials are accurate and compelling.
- Advisory Services: Provided strategic advice to clients on commercial laws, claim management, and contract terminations.
- Mentorship: Guided junior associates and interns, providing advice on the preparation of legal documents and ensuring adherence to firm's high standard of quality.

AK Law Chambers, Associate, Commercial Dispute Resolution [March 2022-September 2022]

- Document Preparation: Drafted pleadings, witness statements, and settlement agreements for commercial disputes.
- Arbitration and Litigation Support: Managed multiple complex commercial and construction disputes. Played a pivotal role in securing a favourable arbitral award in a €225 million metro construction dispute, involving specialised engineering concepts, extensive expert evidence, and played a key role in strategy for the cross-examination.

- Claims Management: Handled claims related to construction delays, defects, and other disputes, providing strategic advice on potential outcomes, settlement and adjudicatory options.
- Collaboration: Regularly collaborated with arbitral tribunal members (including former Supreme Court judges), expert witnesses, and in-house solicitors and coordinated with opposing parties for hearings and cross-examinations.

S&A Law Offices, Associate, Commercial Dispute Resolution

[July 2021-December 2021]

- Document Preparation: Drafted pleadings, discovery documents, and witness statements for commercial disputes.
- Arbitration and Litigation Support: Managed multiple complex commercial and construction disputes. Successfully obtained a favourable decree in an application to set aside an arbitral award by drafting persuasive arguments grounded in legislation and case law.
- Advisory Services: Provided legal advice to clients on commercial laws, claim management, and contract terminations.

SELECTED INTERNSHIP EXPERIENCE

Dvara Research, Policy Research Intern

[June-August 2020]

- Published research articles on online dispute resolution for financial disputes in India.
- Drafted comprehensive policy memos on data protection laws demonstrating strong critical analysis skills, including the ability to interpret complex regulatory requirements, which are crucial for contract management.

Dr Bindu S. Ronald, Professor, Symbiosis Law School, Pune, Research Assistant

[May-June 2020]

- Collaborated in developing course material on Corporate Governance, Board of Directors, and Shareholder Litigation.
- Drafted detailed lecture notes on company and competition law.

Chambers of Advocate Mr Makarand Dnyaneshwar Adkar, Intern

[January-February 2020]

- Collaborated with the counsel in court proceedings in the Supreme Court of India, including on legal research and drafting.
- Assisted in the briefing of a Senior Advocate.

Chambers of Advocate Mr Niranjana Reddy, Intern

[November-December 2019]

- Collaborated with the Counsel in court proceedings at the High Court for the State of Telangana and the National Company Law Tribunal, Hyderabad, including on legal research and drafting.
- Prepared memos on civil procedure.

KEY ACHIEVEMENTS

- Graduated top of the class: Grade 10 (*equivalent to GCSE in the UK; no Irish equivalent*)
- Senior Editor: Trinity College Law Review, Volume XXVII
- Best Speaker, Best Memorial, and Winner: GLC Thrissur's All India Moot Court Competition, 2019
- Judge: Moot court competition, Symbiosis Law School, Pune

PUBLICATIONS

- Published several legal articles on [financial consumer grievances](#), [online dispute resolution](#), [arbitration](#), [FinTech](#), [data privacy](#), and [LGBTQ+ rights](#), which were cited by the International Chamber of Commerce, Paris, and the Ministry of Finance, India.
- Presented research work on 'Consumer grievance redress in financial disputes in India' at the Asia-Pacific Economic Cooperation New Zealand 2021.
- Contributed to a comprehensive [Online Dispute Resolution handbook](#) published by the Indian government.

NON-ACADEMIC ACHIEVEMENTS AND POSITIONS OF RESPONSIBILITY

- Class Representative, LLM (International and European Business Law), Trinity College Dublin.
- Classical singer, violinist, and drummer. The examinations were conducted by Trinity College London and Telugu University Hyderabad.
- Won several solo and group singing competitions in India in Indian classical and folk music.
- Part of the chorus that broke the Guinness Book of World Records for the largest chorus.