



VISHAKHA CHAURASIA

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OBJECTIVE

My main Objective is to to work in an organization where I am able to contribute to the organization's growth and profitability with my skills and in turn get an opportunity to gain exposure and expertise that would help me build a strong and successful career. Always willing to take high level initiatives and can do multitasking. Accomplished tasks within strict deadlines while prioritizing an urgent need. I would like to add that i was always recognized as the most punctual and best performer in the team,i would try my level best to keep up the same spirit ahead.

EXPERIENCE

BANIK AND ASSOCIATES

Legal Executive

August 2021 - January 2022

LAW COMMUNITY

Online Legal Internship

25th March 2020 - 30th April 2020

FAST INFO LEGAL SERVICES

Legal Consultant

3 March 2022 - 17 March 2023

EDUCATION

SURENDRANATH LAW COLLEGE

BA LLB

Grades - 65%

2015-2020

SKILLS

- 1.Received Best Conduct in School
- 2.Core member in Yahvi(NGO)
- 3.Computer skills-Ms word,Excel,PowerPoint (Well Versed)
- 4.Exploring knowledge with a positive attitude for the growth of the company.
- 5.Utilised vacant period(Covid period) in online competitions, internship to enhance knowledge
- 6.Flexible to adopt new environment quickly.
7. Good team player.
- 8.Comfortable Languages-English and Hindi(Proficient);Bengali-Intermediate,