

AKSHARA RAVINDRAN

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PROFESSIONAL SUMMARY

Recent law graduate with hands-on legal experience across UAE and India. Skilled in legal research, contract drafting, regulatory compliance, and stakeholder management. Committed to delivering precise legal analysis and strategic support across commercial and regulatory practice areas. Qualified Lawyer, Bar Council of India (January 2026); SQE1 Candidate (July 2026).

EDUCATION

Jindal Global Law School, Sonapat, NCT of Delhi, India

B.A. LL.B. (Hons)

August 2020 – July 2025

The Indian High School, Dubai, UAE

AISSCE (Class XII)

April 2019 – June 2020

WORK EXPERIENCE

Al Tamimi & Company – Dispute Resolution (Arbitration), Dubai, UAE

Legal Intern | August 2025 – September 2025

- Drafted arbitration submissions (Statements of Claim, Rejoinders, and supporting pleadings) incorporating legal research and case law analysis, with zero revisions required by counsel
- Drafted research memoranda on QICDRC conditional appeals procedures and Qatari substantive law; counsel relied on analysis to file provisional appeal in an ongoing construction dispute, preserving party's appellate rights
- Assisted in compiling and analyzing contractual variations in 3 active construction contract arbitrations, later incorporated as annexes to submissions
- Compiled 4 trial bundles (1,500+ pages) for international litigation under DIFC and QICDRC Rules; flagged 3 procedural gaps in opposing party submissions that helped counsel challenge in preliminary hearings

Hussain Lootah & Associates, Dubai, UAE

Legal Intern | June – July 2024

- Drafted arbitration claims and statements of claims across DIFC and RERA frameworks for 4+ commercial disputes; submissions formed basis of counsel's initial settlement negotiations, contributing to favorable settlement terms
- Drafted 10+ legal notices, confirmation letters, and tenancy related documents; notices successfully resolved 2 payment disputes without escalation to litigation
- Reviewed 4 interlinked commercial contracts (AED 10M+ aggregate value); identified legal exposures (payment defaults, liability gaps, compliance gaps); amendments reduced legal liability
- Assisted in reviewing 6+ construction contracts, flagging liability risks involving payment disputes, project delays, and breach clauses; risk assessments contributed to contract renegotiation outcomes

Network International LLC, Dubai, UAE

Legal Intern | December 2022 – January 2023

- Conducted privacy and data protection regulatory review across 8 MENA jurisdictions; identified compliance gaps in merchant agreement templates; recommendations enabled company to standardize contracts across region
- Reviewed and revised 30+ commercial agreements (NDAs, MSAs, service agreements); flagged 25 legal risks (liability gaps, ambiguous indemnification, enforcement uncertainty); revisions adopted company-wide, clarifying dispute resolution clauses and reducing future litigation costs
- Built and maintained searchable database of 200+ merchant contracts, reducing average document retrieval time from 30 minutes to under 10 minutes and improving internal document management efficiency

Sahej Uban & Associates, Delhi, India

Legal Intern | June – July 2022

- Drafted 30+ legal documents, including pleadings, contracts, and wills, for litigation and advisory matters across civil, family, and criminal law
- Observed and summarized 20+ court and tribunal proceedings, preparing hearing notes and supporting litigation planning.
- Organized and maintained 15+ active case files with comprehensive tracking systems, preparing daily and weekly case briefs that improved procedural efficiency and eliminated timeline errors

Musaab Ali Al Naqbi Advocates & Legal Consultants, Dubai, UAE

Legal Intern | December 2021 – January 2022

- Reviewed 30+ regulatory and property applications (business licenses, real estate registrations, free zone permits) under UAE mainland and free zone law; identified 6 compliance gaps requiring amendment before regulatory approval
- Assessed and refined first drafts of 15+ agreements, including settlement and side agreements, ensuring compliance with UAE legal standards and safeguarding party interests
- Observed 5+ arbitration hearings and contributed to drafting and formatting claims, counterclaims, and supporting documents

LEADERSHIP & CAMPUS ENGAGEMENT

Family Justice and Gender Rights Clinic, JGLS

Head of Department, Operations | December 2020 – February 2022

- Directed daily clinic operations and key initiatives, ensuring efficient workflow and impactful legal support
- Led recruitment and training of 50+ student members, while coordinating with external partners to advance the clinic's gender justice programs

Jindal Forum for International and Economic Laws

Editorial Assistant | August 2021 – August 2022

- Coordinated publication logistics for blog and weekly periodical 'In Brief'
- Liaised with contributors and managed editorial timelines to ensure timely and quality content delivery

JGU's Committee on Gender Sensitization Against Sexual Harassment (COGSASH)

Student Representative | November 2022 – August 2024

- Represented complainants and respondents as a student advocate during sexual harassment complaint hearings, in line with committee mandate
- Supported gender policy implementation and facilitated dialogue between students and administration to promote a safe campus environment

ADDITIONAL COURSES & CERTIFICATIONS

- US Business Law Academy, Columbia Law School, New York | July 2023
- Advanced International Trade Law & WTO Dispute Settlement | Aug – Nov 2023
- AI for Lawyers and Other Advocates, University of Michigan | October 2025

SKILLS

- Legal Research: Manupatra, SCC Online, Westlaw, LexisNexis; skilled in cross jurisdictional research
- Document Drafting: Arbitration submissions, pleadings, legal notices, contracts, settlement agreements, NDAs, MSAs, wills and codicils
- Case Management: Trial bundle preparation, exhibit organization, procedural deadline tracking
- Software: Microsoft Office Suite (Advanced), case management systems, document automation tools
- Languages: English (Fluent), Malayalam (Fluent), Hindi (Fluent), Arabic (Beginner)