

# **OLUWATUMININU JIMOH**

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## **CAREER OBJECTIVE**

To work in a result-driven organization where my skills and competence will be harnessed and improved upon to achieve the organization's goals and mine.

## **EDUCATIONAL QUALIFICATIONS**

### **Institute of Chartered Secretaries and Administrators of Nigeria (ICSAN)**

- ACIS in View, Expected December 2021.
- Coursework: Corporate Governance (Passed), Corporate Administration (Passed), Corporate Secretaryship (Passed) and Corporate Financial Management.

### **B.L Law**

#### **The Nigerian Law School, Adamawa State (December 2019)**

- Coursework: Corporate Law Practice, Property Law Practice, Civil Litigation, Criminal Litigation and Professional Ethics and Skill.

### **LL.B Law**

#### **University of Ibadan, Ibadan, Oyo State (May 2018)**

- Relevant Coursework: Law of Commercial Transactions, Equity and Trusts, Law of Business Transactions (Company Law), Law of Contract, Law of Torts, Land Law, Criminal Law, Conflict of Laws, Law of Succession, and Criminology.

## **WORK EXPERIENCE**

### **December 2020- Present**

#### **Junior Legal Officer, GDM Group**

- Drafting and reviewing Contracts, Non-Disclosure Agreements and proffering legal advice on matters.
- Conducting legal research and analysis.
- Advising the Company on regulatory compliance and liaising with various regulatory commissions.
- An active member of the debt-recovery team.
- Advising the company on foreign and local business development and corporate restructuring.
- Attending meetings on behalf of the Company and taking minutes.
- Managing properties for the Company.

### **November 2019- October 2020**

#### **NYSC Associate, Funmi Roberts & Co.**

- Undertook legal due diligence on companies in various industries and sectors.
- Assisted in drawing up agreements and documentation on various areas of Corporate Law, Compliance and General Business Advisory.

- Liaised and built relationships with various regulatory bodies such as the Corporate Affairs Commission.
- Assisted on transactions including the drafting and research of various legal documents.

**April - May 2020**

**Virtual Intern, White & Case LLP**

- Completed practical tasks modules in Project Finance, Mergers & Acquisitions and Intellectual Property.
- Gained skills in Due Diligence, Email drafting, Bankability Report Drafting, and Client communication.
- Conducted Notetaking during negotiation and Legal Research and Drafting.

**May- July 2019**

**Legal Extern, Office of the Public Defender, Ministry of Justice, Lagos State**

- Accompanied Lawyers to Courts and Prisons to document events.
- Observed client interviews and classified cases from information gotten during client interviews.
- Drafted Legal Documents such as Settlement Agreements, Divorce Petitions and Bail Applications.

**June- November 2018**

**Research Assistant, Department of Commercial and Industrial Law, University of Ibadan, Oyo State**

- Assisted Barr. Kemi Dawodu-Sipe, a law lecturer in conducting research on Terrorism and Commercial Law.
- Actively developed research papers and articles for publication.

## **LEADERSHIP AND VOLUNTEER EXPERIENCE**

**February 2017- February 2018**

**Volunteer, Women's Law Clinic, University of Ibadan, Oyo State**

- Observed and extensively documented client interviews and counseling sessions.
- Reviewed legal documents and case files.
- Conducted research on various cases being managed by the clinic and prepared legal opinions on the cases.
- Participated in an outreach to the members of Igbo Oloyin community in Oyo State on the importance of Good Personal Hygiene.

**2016-2018**

**Member, Alternative Dispute Resolution Society, University of Ibadan**

- Participated in awareness campaigns on Alternative Dispute Resolution Methods within the university community.
- Actively participated in the yearly competition organized by the Lagos Court of Arbitration, Young Arbitrators of Nigeria (LCA-YAN), 2017 Edition.
- Conducted Research on various mechanisms for Alternative Dispute Resolution.

**2015- 2018**

**Member, Junior Chamber International (JCI) University of Ibadan Chapter**

- Participated in Community Outreaches and sensitization campaigns.

- Reviewed Committee reports and Minutes of Meetings.

## **SKILLS**

- Skilled in legal drafting and legal research.
- Excellent oral and written communication skills.
- Excellent time management.
- Initiative-taking and target-oriented.
- Ability to collaborate with a team.

## **REFEREES**

To be provided on request.