

PRECIOUS EBUNOLUWA AKINRIN

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Professional Summary

Savvy legal professional with one-year history in a core litigation firm; with a far-reaching experience in various litigation and arbitration proceedings in aspect insolvency, debt recovery, family law, Receivership, land disputes and many others. Communicated efficiently in person and in writing to keep company informed of legal requirements. Wrote and reviewed legal documents for companies. Poised and dedicated professional with proven to thrive in complex and detail-oriented industry. Excellent reputation for resolving problems and improving clients' satisfaction.

Skills

- Legal Drafting
- Microsoft Office
- Effective Research Skills
- Effective Communication Skills
- Local court procedures
- Legal file maintenance
- Relationship building and rapport
- Filing of legal agreements
- Legal research skills
- Legal documentation and reporting
- File review
- Case Interpretation

Work History

Associate (National Youth Service Corps)

08/2021 to 06/2022

Pinheiro LP – Lagos, Nigeria

- Announced Court Appearances and moved both contentious and housekeeping applications.
- participated and gave contributions in several internal meetings.
- Efficiently and effectively drafted court processes; while delving into several issues in raising arguments
- Filed processes at extreme urgencies.
- Aided my seniors in researching when objections are made in course of trial proceedings.
- Facilitated settlement for clients when needed
- Drafted minutes of meetings Conducted Clients' Counseling in both virtual and physical meetings
- Participated in intense legal research, article writing and review
- Developed compliance best practices for companies
- Analyzed probable outcomes of cases using knowledge of legal precedents.

Graduate Intern

11/2019 to 12/2019

Simmons Coopers Partners – Lagos, Nigeria

- Created highly researched and articulated legal paperwork such as pleadings, contracts and briefs.
- Performed legal and general research, drafting memoranda and correspondence.
- Drafted, received and tracked due diligence checklists.
- Took part in meetings both internal and at clients' locations.
- Reviewed legal information and proofed documentation for errors.

Law Student Intern

11/2019 to 12/2019

Olawoyin & Olawoyin LP – Lagos, Nigeria

- Attended court proceedings and prepared summaries on cases.

- Handled electronic court filings and coordinated court activities.
- Developed polished motions and briefs to support litigation processes and court proceedings.
- Promoted firm's value and brand, and researched legal market to target new accounts.
- Reviewed, edited and proofread litigation for proper grammar, spelling and punctuation.

Law Office Intern

06/2016 to 07/2016

Festus Keyamo – Lagos, Nigeria

- Participated in client interviews, observed questioning process and took notes to document information
- Assisted in developing processes to expedite legal procedures.
- Produced legal documents such as briefs, pleadings and appeals.
- Provided legal research and legal technical content to produce products showcasing firm expertise.
- Completed research, compiled data and assisted in timely reporting.

Human Resources Intern

06/2015 to 07/2016

UTAS PLC – Lagos, Nigeria

- Assisted human resources and recruiting teams by scheduling phone screens and on-site interviews.
- Supported efforts to optimize employee engagement, diversity and inclusion.
- Filed paperwork, sorted and delivered mail and maintained office organization.
- Prepared monthly, weekly and daily logs using Microsoft Office Suite.
- Maintained relationships with personnel using strong collaboration and teamwork skills.

Education

Nigerian Law School - FCT, Nigeria

2021

Lagos Business School, Pan Atlantic University -

2018

Bachelor's of Law (LL.B): Law –

11/2019

University of Lagos - Nigeria

- Project Work: **Sustainable Development in Implementing Environmental Law**

Affiliations

- **Associate Member, Institute of Chartered Mediators and Conciliators (ICMC)** (2021)
- **Associate Member, Chartered Institute of Arbitrators, UK (ACI Arb, UK)** (2019)
- **Member, Gani Fawehinmi Students' Chamber, Faculty of Law, University of Lagos** (Feb 2015 - Nov 2019)
- **Editor, The Oil and Gas Bar, Faculty of Law, University of Lagos.** (Apr 2017 - Nov 2019)
- **Member, The Tax Club, Faculty of Law, University of Lagos** (Mar 2015 - Nov 2019)

Volunteer History

- **Editor, Oil and Gas Bar, Faculty of Law, University of Lagos** (2019)
- **Deputy Head of Chamber, Gani Fawehinmi Student's Chambers, Faculty of Law, University of Lagos** (Sep 2017 - Oct 2018)
- **Welfare Secretary, Gani Fawehinmi Student's Chambers, Faculty of Law, University of Lagos** (Sep 2017 - Oct 2018)

Accomplishments

- Outstanding Contribution, The Gani Fawehinmi Students' Faculty of Law, University of Lagos. (Oct, 2019)
- Outstanding of the month, Pinheiro LP (May 2022)