



MOTIUR RAHMAN SHOVON

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Email : shuvon606@gmail.com

Address : Deira Dubai, Dubai.

Personal Information

Date of Birth : 13-September-1995

Gender : Male

Nationality : Bangladeshi

Marital status : Married Visa

Status : Partner Visa

Passport Details

Passport No : A07989572

Expire Date : 24-May-2033

Place of Issue : Dhaka, Bangladesh.

Language

✚ English

✚ Bengali

✚ Hindi

✚ Urdu

✚ Rush

Computer Literacy

✚ MS Word

✚ MS Excel

✚ MS Power Point

Permanent Address

Mahishasura, Narsingdi Sadar,
Narsingdi, Bangladesh.

Availability to Join

Immediately

Summary

Dedicated and detail-oriented law student with a strong academic background and a passion for justice. Demonstrated legal research and writing skills, including drafting legal memoranda and analyzing case law. Excellent ability to work collaboratively and independently. Seeking an opportunity to apply a challenging environment to further develop skills and contribute to the success of a firm or organization.

Personal Skills

- ✚ Legal Research & Writing
- ✚ Negotiation Skills.
- ✚ Communication Skills.
- ✚ Critical Thinking.

Experience Summary

Employer : **HRK INTERNATIONAL** (Import & Export Trader)
2121, Motijheel C/A, Dhaka-1000.

Duration : December 2021 to December 2022.

Designation : Asst. Manager

Employer : **KHONDOKER LAW ASSOCIATION.**
Abdul Gafur Market, Narsingdi Sadar, Narsingdi.

Duration : December 2020 to December 2021.

Designation : Legal Assistant

Education Qualification

Bachelor of Law (4 Years).

Passing year : 2020

Institution : Northern University Bangladesh.

Responsibilities & Duties

- ✚ Responding to e-mails, answering phone calls, performing research, compiling data and helping with strategy development.
- ✚ Attended court hearings
- ✚ Drafting Judgment
- ✚ Conducting Legal Research
- ✚ Preparation of search and arrest warrants and bail application forms
- ✚ Worked at the Court Registry (Civil and Criminal) and assisted in updating the various documents