

Maria Karimjee

EDUCATION

Accelerated Practice Readiness Education Program (Ongoing) May 2024-September 2024
Canadian Centre for Professional Legal Education

- Alberta Bar Admissions Program

Peter A. Allard School of Law (UBC) – Vancouver, BC May 2023 – May 2024
Master of Laws (Common Law) Program (LLM CL) Candidate

- Includes NCA certificate of qualification to enter the Law Society bar admissions program.

Brunel University London – London, United Kingdom September 2018 – June 2021
Bachelor of Laws (LLB Honors) – Achieved First Class Honors degree

- 10,000-word dissertation topic – “A hypothetical situation of uniformity of taxation across the world. Emerging new world order. A critical analysis.”

AWARDS AND ACHIEVEMENTS

- Director’s Honor Award for overall academic excellence
- Best Service Award for voluntary campus service for working in the library

EMPLOYMENT EXPERIENCE

Karimjee Attorneys – Dar es Salaam, Tanzania April 2022 – April 2023
Legal Assistant

- Prepared conveyance documents for the transfer and sale of property.
- Performed ad hoc duties such as filing and other administrative tasks.
- Filed company secretarial returns with the Registrar of Companies.
- Maintained statutory books and company registers for a portfolio of clients.

ACT Credit Management Ltd – London, United Kingdom November 2021 – February 2022
Customer Engagement Specialist

- Managed and built customer relationships that helped to collect outstanding dues and balances.
- Communicated with customers and clients through the telephone, email, and postal services.
- Liaised and set up appropriate, sustainable payment plans to ensure debts are recovered.
- Operated IT system and updated and rectified errors on customer files.

Taco Bell – London, United Kingdom September 2021– October 2021
Team Member

- Worked as a team member to deliver Mexican-inspired fast food to customers.
- Attended customers physically in the restaurant, taking telephone calls, and recording orders.
- Input customer data and orders in the system and handled cash.

Stanbic Bank (Standard Bank South Africa) – Dar es Salaam, Tanzania July 2019 – August 2019
Legal Intern

- Assisted legal team with preparing credit and loan documentation.
- Assisted litigation team with preparing claims for non-performing loans.
- Gained an understanding of aspects of corporate and banking laws.

VOLUNTEER EXPERIENCE

Brunel Law Society – London, United Kingdom September 2018 – June 2021
Member

- Worked in a team to research fraud cases in a pro bono clinic, supervised by a solicitor.

Brunel University – London, United Kingdom September 2019 – September 2020
Brunel Buddy

- Voluntary work to mentor first-year students to settle into university life.
- Assisted the students with the culture shock of a new environment.
- Becoming familiar with university processes.
- Finding out about local transport, places of interest, and things to do in the area.

Brunel University London – London, United Kingdom September 2018 – December 2018
Member of the READY employability skills program

- Analyzed problems faced in developing countries along with various methods to design solutions.
- Worked in a team to design a product that solves food supply problems at a refugee settlement camp in Zambia.

Nuru Centre (training center for disabled adults) – Dar es Salaam, Tanzania August 2017 – May 2018
Volunteer

- Helped to prepare items for sale that would generate income for the differently abled to support and sustain themselves.
- Tackling the issue of poverty by using recycled items

LANGUAGES

- English – Fluent in speaking, reading, and writing.
- Gujarati – Fluent in speaking.
- Hindi – Fluent in speaking.
- Swahili – Fluent speaking, intermediate reading and writing skills.

INTERESTS

- Mountain climbing – I climbed Mount Kilimanjaro in March 2018 and enjoy hiking mountains in Vancouver.
- Travelling – I have visited more than 20 countries during annual holidays with my family.
- Yoga – I engage in practice and meditation to maintain concentration and focus.