

AYESHA BASHAR

Edmonton, Alberta

ARTICLING CANDIDATE

Law student licensed to practice in Bangladesh pursuing a qualification in Alberta, Canada, with 5+ years' post-bar experience in civil and criminal matters such as bail hearings, divorce, division of family property, child support, and spousal support, in addition to completion of 8 months of legal internships. Confident performing in client interviews, legal research and analysis, client advocacy, and negotiation. Enrolled in PREP with completion expected in March 2025.

ACADEMIC CREDENTIALS

Practice Readiness Education Program (PREP) , CPLED	Jul. 2024 – Present
Professional LL.M (Canadian Common Law) , Osgood Hall Law School of York University	2022
NCA Certificate of Qualification (CQ) , Federation of Law Societies of Canada	2022
MSS (Victimology & Restorative Justice) , Institute of Social Welfare & Research, Bangladesh	2014
<ul style="list-style-type: none">• Thesis: Field Case Study Report on factors contributing to sexual abuse and violence against women and consequences in Bangladesh conducted in the shelter home of Bangladesh National Women Lawyers Association (BNWLA).• Research: Biopsychosocial study on “Bio-Psychological and Spiritual Contexts of Crime.”• Research: Victim Counseling and Social Re-integration• Attended: National Seminar on Victimology Restorative Justice in Bangladesh.	
Master of Laws (LL.M) , Stamford University of Bangladesh, Bangladesh	2011
<ul style="list-style-type: none">• Thesis: A Brief Evaluation of The Journey of International Environmental Law in the 21st Century.	
Bachelor of Laws (LL. B) with Honors , Stamford University of Bangladesh, Bangladesh	2009
<ul style="list-style-type: none">• Thesis: Separation of Powers: Comparative Analysis between UK, Bangladesh and USA.	

EXPERIENCE

Legal Assistant, Umme Habiba Law Office, Toronto Jan. 2020 – Mar. 2020

Reporting to Principal, drafted basic contracts, agreements, and wills, liaised with clients, and performed general front desk, clerical, and office management duties.

- Greeted and welcomed clients and visitors at reception and liaised daily with them via phone and email about case progress, meeting and court dates, and required documents.
- Drafted, edited, and reviewed documents such as transactional agreements and employment contracts, and proofread contracts and affidavits prepared by lawyers.
- Liaised between law firm and court, communicating with clerks, judges, and outside lawyers to relay critical information and schedule hearings.
- Maintained confidentiality when handling information about lawsuits.
- Performed clerical and secretarial duties, including answering and redirecting calls, organizing lawyer email, voicemail and calendars, appointment scheduling, and document management.
- Managed cloud-based document management system, including troubleshooting issues in collaboration with the vendor support team.
- Maintained a weekly spreadsheet of priority tasks for completion to ensure smooth operations.

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Associate Lawyer, Anwara Shajahan Law Office, Bangladesh

Apr. 2012 – Dec. 2015

Reporting to Principal, assisted in court appearances, and performed legal research to prepare diverse cases for trials, hearings, and appeals.

- Conducted client interviews regarding appeals and bail in criminal and civil cases such as land disputes, dowry and maintenance, and domestic violence
- including checking and finding the clients' names with issues from the cause list in the court.
- Prepared paper submissions for court and represented clients in oral advocacy.
- Prepared pleadings and briefs and represented clients in proceedings like settlement negotiations.
- Liaised with clients about court dates to avoid procedural delays and imposition of penalties.
- Managed weekly court proceedings, including hearings, bail, time petition depositions, and trials, and supervised depositions of defendants, witnesses, and experts.

Legal Assistant, The Lawyers and Jurists

Aug. 2011 – Dec. 2011

Researched and confirmed borrower information and identity for third-party assurance to lenders as part of fraud avoidance. Managed daily operations, and legal and clerical duties.

- Assisted client financial institutions by checking and scrutinizing property and translating required documents for mortgage approvals and banking litigation into the proper format.
- Organized client and attorney records and index records, including client background checks and other necessary documents.

Legal Assistant, Md Shahjahan Law Office, Bangladesh

Mar. 2009 – Jul. 2011

Reported to principal regarding court dates, cases and client updates.

- Greeted and welcomed clients and visitors at reception and liaised daily with them via phone and email about case progress, meeting and court dates, and required documents.
- Printed and photocopied client documents, and organized and maintained case and court files.
- Drafted, edited, and reviewed documents such as time petitions, transactional agreements, contracts, and affidavits prepared by lawyers.

VOLUNTEERING

Volunteer, Bangladesh Red Crescent Society, Brahmanbaria, Bangladesh

Jan. 2004

- Worked to educate and raise health, hygiene and vaccination awareness for the underprivileged.

MEMBERSHIPS

Member, High Court Bar Association

2015 – Present

Member, Bangladesh National Women Lawyers' Association, Bangladesh

2014 – Present

Member, Bangladesh Tax Bar Association, Dhaka, Bangladesh

2014 – Present

Member, Dhaka Bar Association

2012 – Present

INTERESTS

- Participated in a handball tournament in Khagrachari Govt. High School, Khagrachari, Bangladesh.
- Awarded for Poetry reciting, essay writing competition, and debating in Bangladesh.