

BANU ONKAL

Calgary, Alberta

ARTICLING CANDIDATE

Articling candidate with international legal education, holding an LLM in Canadian Common Law, and 5+ years' experience as a Corporate Legal Assistant. Skilled in legal drafting, managing litigation, and corporate governance. Registered attorney-at-law with the Ankara Bar Association in Turkey. Enrolled in the Practice Readiness Education Program (PREP) in Alberta, with completion expected in March 2025.

EDUCATION

Practice Readiness Education Program (PREP) , CPLED	Jun. 2024 – Present
NCA Certificate of Qualification (CQ) , Federation of Law Societies of Canada	2021
Global Professional LLM in Canadian Common Law , University of Toronto, Toronto	2021
Master of Laws in Private International Law , Ankara University, Ankara, Turkey	2018
Bachelor of Arts in Law (with Honours) , Bilkent University, Ankara, Turkey	2016

WORK EXPERIENCE

Finvest Capital Fund Inc., Calgary Apr. 2019 – Present
Boutique financial firm specializing in structured finance and investment management for businesses and high-net-worth individuals across Canada, the USA and Europe.

Corporate Legal Assistant

Provide legal support by drafting and reviewing documents, managing corporate records, coordinating with external counsel, and assisting with client inquiries and corporate governance matters.

- Draft a range of legal documents, including loan agreements, shareholder agreements, and employment contracts, contributing to the firm's expansion in North America and Europe.
- Manage establishment of limited partnerships in Canada, overseeing creation of partnership agreements, share certificates, subscription agreements, and bank account setups.
- Facilitate business incorporations and ensure timely filing of legal documents, supporting smooth and efficient company registrations.
- Act as primary contact for legal inquiries, collaborating closely with external counsel to address complex legal matters and support operations.

Ankara Bar Association, Ankara, Turkey Sep. 2016 – Aug. 2017
A professional legal organization responsible for training and qualifying lawyers, providing exposure to various aspects of legal practice and court procedures.

Intern Lawyer

Assisted with legal case reviews, petition preparations, and trial participation while receiving professional training at the Bar Association and various Court House divisions.

- Participated in trials involving criminal (e.g. assault, fraud) and family (e.g. domestic violence, alimony) matters, gaining hands-on experience in diverse legal areas.
- Managed debt collection, including initiating enforcement, filing objections, and supporting actions for revocation or abolition of objections under the Bankruptcy and Enforcement Act.
- Assisted with legal review of cases involving contract disputes, criminal offenses, and family law matters, and drafted petitions for claims such as breach of contract, fraud and divorce.

- Supported trial preparations by organizing evidence, preparing witness statements, and coordinating with expert witnesses.
- Passed the Bar exam and registered as attorney-at-law with the Ankara Bar in June 2018.

Ministry of Justice, Ankara, Turkey

Jun – Aug 2015

National government agency overseeing the legal system and implementing justice policies countrywide.

Legal Researcher

Conducted research and analysis on European Court of Human Rights cases involving Turkey, reporting directly to the Director General for International Law and Foreign Relations.

- Carefully handled communications from the ECHR and ensured accurate and timely responses.
- Provided legal research used in drafting petitions and communications directed to the ECHR.

Other employment:

- **IELTS Examination Supervisor, Canada College, Montreal/Toronto** 2019

VOLUNTEER AND EXTRACURRICULAR EXPERIENCE

Volunteer Jurists, Toronto

2021 – 2022

Coordinator

- Managed the incorporation process of a not-for-profit organization in Ontario.
- Interpreted legal petitions to the European Court of Human Rights from Turkish to English.
- Advised human rights victims during their lawsuit process in Canada.
- Researched applicability of universal jurisdiction for the prosecution of certain international crimes in Canadian courts.

Canadian Red Cross, Etobicoke

Summer 2020

Community Health Volunteer – Meals on Wheels Program

- Delivered nutritious hot and frozen meals to those unable to tend to their own nutritional needs.

Turkish Red Crescent, Ankara, Turkey

2017 – 2018

Events Coordinator

- Part of the International Relations Department that organized the November 2017 International Federation of Red Cross and Red Crescent Societies (IFRC) Statutory Meeting in Antalya, Turkey.
- Planned official meetings and social events throughout the conference.
- Coordinated the invitation process for Red Cross & Crescent societies from 180+ countries.

Bringing Europeans Together Association (BETA), Strasbourg, France

2017 – 2018

Workshops and Protocols Officer

- Worked with the organization team of the *Model European Union Strasbourg Conference* held at the European Parliament in April 2018.
- Organized various workshops, opening and closing ceremonies at the conference.
- Reviewed and evaluated applications from 50+ countries.

INTERESTS

Culinary Exploration: Enjoy baking and learning traditional recipes from around the world. Currently on a mission to explore every coffee shop in Calgary.

Furniture Crafting: Enthusiastic about carpentry as a hobby and crafting custom furniture. Recently completed a farmhouse style coffee table.

Recreation: Hiking, backpack camping (most recently in Mount Assiniboine, BC).