

MARY MALLYA



+255715878987



marymallya2@gmail.com



BAGAMOYO, PWANI, PWANI, TANZANIA 14130



TANZANIAN

SKILLS

- Mediation techniques
- Diplomatic approach
- Family law expertise
- Conveyancing proficiency
- Case analysis
- Property law experience
- Legal software utilisation
- Tort law application
- Intellectual property laws
- Wills and probate handling
- Jurisdiction understanding
- Understanding of court procedures
- Criminal law familiarity
- Leadership capacity
- Contract law knowledge
- Dispute resolution strategies
- Tactful diplomacy
- Case presentation
- Strict deadlines adherence
- Advocacy strategy development
- Drafting legal documents
- Complex problem analysis
- Document drafting
- Case preparation
- Client advocacy
- Electronic filing system management
- Litigation management
- Communication skills
- Customer Service

EDUCATION

11/2024 - Current

UNIVERSITY OF DAR ES SALAAM | DAR ES SALAAM, TANZANIA

LLM: CORPORATE & COMMERCIAL LAW

07/2015 - 06/2016

LAW SCHOOL OF TANZANIA | DAR ES SALAAM, TANZANIA
POST GRADUATE DIPLOMA IN LEGAL PRACTICE: LAW

PROFESSIONAL SUMMARY

Accomplished legal professional with extensive expertise in family law, property law, and intellectual property laws. Demonstrates proficiency in mediation techniques, dispute resolution strategies, and tactful diplomacy. Adept at drafting legal documents, managing litigation, and utilising legal software. Proven ability to adhere to strict deadlines while preparing cases and advocating for clients. Career goal includes leveraging leadership capacity to enhance client advocacy and case management within a dynamic legal environment.

WORK HISTORY

08/2021 - Current

Senior advocate

HSA ATTORNEYS | PWANI, BAGAMOYO

- Conducted extensive research for improved case preparation.
- Represented clients professionally during court proceedings thereby protecting their interests.
- Worked closely with barristers on complex litigation cases, enhancing overall team performance.
- Analysed intricate details of each case carefully to formulate robust defence strategies.
- Negotiated settlements out of court to save client time and resources.
- Juggled multiple cases simultaneously without compromising attention to detail or client satisfaction.
- Drafted comprehensive legal documents meticulously avoiding potential loopholes.

01/2019 - 07/2021

Advocate

HARLAND ATTORNEYS | Dar Es Salaam, ILALA

- Kept abreast with latest legal developments, maintaining edge in competitive environment.
- Resolved conflicts constructively whilst mediating between parties in dispute resolutions.
- Liaised with colleagues and experts, fostering effective collaboration in complex cases.
- Prepared detailed briefs for barristers, ensuring clear

10/2011 - 06/2014
MZUMBE UNIVERSITY |
MBEYA, TANZANIA
BACHELOR OF LAWS: LAWS

05/2009 - 06/2011
ST. MARY GORETI
SECONDARY SCHOOL |
KILIMANJARO, TANZANIA
Certificate of Higher Education

01/2005 - 10/2008
ST MARY GORETI SECONDARY
SCHOOL | KILIMANJARO,
TANZANIA
CSEE

01/1997 - 10/2004
MLIMANI PRIMARY SCHOOL |
DAR ES SALAAM, TANZANIA
PRIMARY EDUCATION

LANGUAGES

English

Fluent

Swahili

Native

CERTIFICATIONS AND LICENSES

Member of Tanganyika Law
Society

communication of case details.

- Advocated fiercely for client interests during negotiations and court hearings.
- Conducted extensive legal research for case preparation.
- Drafted legal documents to facilitate successful trial proceedings.
- Developed trustful relationships with clients through transparent communication.

07/2016 - 12/2018

Legal officer

HARLAND ATTORNEYS | Dar Es Salaam, ILALA

- Negotiated contracts and agreements with clients, securing beneficial terms for all parties involved.
- Collaborated with diverse teams, fostering a productive working environment.
- Analysed intricate details of cases to develop robust defence strategies.
- Liaised with external solicitors, enhancing inter-agency collaboration and communication.

10/2014 - 06/2016

Legal intern

NATIONAL HOUSING CORPORATION | Dar Es Salaam, KINONDONI

- Coordinated with external counsel on certain cases, facilitated seamless sharing of key information.
- Supervised document review tasks, ensured timely completion of projects.
- Drafted and edited contracts to ensure compliance with current legislation.
- Fostered positive client relationships through effective communication and prompt responses to queries.
- Enhanced understanding of legal procedures by conducting research on relevant case laws.
- Shadowed experienced lawyers during court hearings for practical exposure to litigation processes.
- Reviewed and analysed complex legal documents to assist in dispute resolution cases.

HOBBIES AND INTEREST

- READING BOOKS
- listening to music
- watching movies

REFERENCES

References available upon request.