

CYNTHIA SUHESAN

Attorney-at-Law (Sri Lanka) · LLB, University of Colombo · Commissioner for Oaths
Notary Public · Company Secretary · SQE1 Candidate

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📍 London, UK (from Sep/Oct 2026)

🌐 cynthiasuhasan.com · linkedin.com/in/cynthia-suhasan



Open to Opportunities · United Kingdom — Targeting:

Paralegal - Legal Assistant - Registered Foreign Lawyer - Immigration Caseworker - Family Law Paralegal - Litigation
Paralegal - Private Client / Wills & Probate - Conveyancing Assistant - Legal Administrator

PROFESSIONAL PROFILE

A highly motivated, ethically driven Attorney-at-Law with over 3 years of post-qualification experience in civil and criminal litigation, legal drafting, and corporate compliance. Practised and educated entirely in English medium across all stages of legal training and courtroom practice. Holds additional professional designations as Commissioner for Oaths, Notary Public, and Company Secretary. Proficient in LEAP Legal Software and conversant with UK practice systems including the HM Land Registry Portal, Companies House WebFiling, AML compliance, and client care frameworks. Relocating to London in September/October 2026 and actively preparing for the SQE1 examination. Trilingual in English, Tamil, and Sinhala. Recognised for delivering clear, client-focused legal advice, managing complex caseloads with precision, and upholding the highest standards of professional ethics.

🎯 **SQE1 Preparation — Solicitors Qualifying Examination** 30% Complete · Actively In Progress

Committed to qualification as a Solicitor of England & Wales. CPD-certified in UK Conveyancing (96% score) and AML Regulations. Supplementary training from the University of Cambridge in environmental and international law.

CAREER HISTORY

Associate — Civil & Criminal Litigation

Chambers of Perinipam Premnath, Attorney-at-Law · Batticaloa, Sri Lanka

Post-Qualification · 3+ Years

- Managed a broad and varied caseload spanning civil and criminal litigation, advising clients at every stage of proceedings from initial consultation and strategy through to courtroom advocacy and post-hearing compliance.
- Drafted all legal documentation in English medium: pleadings, affidavits, legal notices, demand letters, court correspondence, and comprehensive legal memoranda on contract, family, and constitutional law.
- Conducted in-depth statutory and case law research, preparing analytical memoranda that informed litigation strategy and client advice across multiple practice areas.
- Represented chambers in administrative proceedings; maintained effective liaison with courts, registries, and opposing counsel, demonstrating professionalism and procedural precision throughout.
- Managed sensitive client files with strict confidentiality, maintaining accurate case records and ensuring full compliance with professional obligations.
- Provided specialist notarial services including sworn declarations, authentication of documents, and corporate compliance advisory as Commissioner for Oaths, Notary Public, and Company Secretary encompassing the full range of private client and corporate support functions.

Founder & Chief Executive Officer

Unity for Women Safety Sri Lanka (UWSSL) · Sri Lanka

Ongoing (Pro Bono)

- Founded and led UWSSL, a grassroots legal organisation dedicated to women's safety, legal rights, and access to justice in Sri Lanka demonstrating entrepreneurial leadership and a deep commitment to social justice.
- Delivered pro bono legal guidance on domestic safety, rights enforcement, and judicial access; coordinated with legal professionals and NGOs to provide structured support for at-risk women.

- Directed community outreach and public legal awareness campaigns, reaching vulnerable individuals and empowering them with knowledge of their legal rights and remedies.

Legal Trainee

Mentorship of Dr. A. L. Abdul Gafoor — Former Judge & Senior Legal Academic · Batticaloa, Sri LankaPre-Qualification

- Gained rigorous foundational exposure to notarial, civil, and advisory legal practice under the direct supervision of a former judge and legal academic, building strong procedural discipline from the outset of legal practice.
- Assisted with client consultations, document drafting, and procedural compliance across civil and notarial matters, developing practical skills in client care and file management.
- Developed comprehensive understanding of Sri Lankan court procedure, case filing systems, and documentary evidence requirements providing a strong procedural grounding directly transferable to UK practice.

E D U C A T I O N & Q U A L I F I C A T I O N S

LLM — Criminal Justice Administration

Open University of Sri Lanka, Colombo

2023 – Present

Pursuing postgraduate specialism in criminal law, criminology, and justice system administration, with focus on crime prevention, law enforcement policy, and judicial procedures.

Attorney-at-Law (Admitted to the Bar of Sri Lanka)

Sri Lanka Law College, Colombo · Bar Association of Sri Lanka

Admitted 2023

Professional qualification in civil, criminal, and constitutional law. Practical training in litigation, legal drafting, and courtroom advocacy conducted entirely in English medium.

LLB — Bachelor of Laws (English Medium)

University of Colombo, Sri Lanka

Undergraduate

Core subjects: Contract Law, Criminal Law, Constitutional Law, Human Rights Law, and Jurisprudence all taught and examined in English.

G.C.E. Advanced Level

St. Cecilia's Girls' College, Batticaloa (English Medium)

2016

3 A Passes · Z-Score: 2.186 (Super Merit) · 🏆 2nd in Batticaloa District · 🏆 82nd All Island Rank

G.C.E. Ordinary Level

St. Cecilia's Girls' College, Batticaloa (English Medium)

2013

8 A Passes · 1 C Pass · Studied entirely in English medium

C O N T I N U I N G P R O F E S S I O N A L D E V E L O P M E N T & C E R T I F I C A T I O N S

Course / Qualification	Awarding Body	Date / Score
Basics of UK Conveyancing Law	Alison / CPD Certified	Feb 2026 · 96%
Introduction to Anti-Money Laundering Regulations	Alison / CPD Certified	Feb 2026
The Global Biodiversity Framework, Sustainable Development & the Law	University of Cambridge	Sep 2024
The Paris Agreement, Sustainable Development & the Law	University of Cambridge	Oct 2024

S K I L L S & C O M P E T E N C I E S

Core Legal Skills

- Civil & Criminal Litigation
- Courtroom Advocacy & Administrative Proceedings
- Legal Drafting — Pleadings, Affidavits, Notices, Memoranda
- Contract, Family, Constitutional & Human Rights Law

Technology & Systems

- LEAP Legal Software — Case, Matter & Document Management (Certified)
- HM Land Registry Portal
- Companies House WebFiling
- InfoTrack

- Statutory Research & Legal Memoranda
- Client Advisory & Case Strategy
- Corporate Compliance & Company Secretarial
- Notarial Acts & Commissioner for Oaths Functions
- Microsoft Office 365 & Google Workspace
- Adobe Acrobat Pro
- Digital & Electronic File Management
- Time Recording & Billing Systems

UK Legal Practice

- SQE1 Candidate (in active preparation)
- UK Conveyancing — TR1, AP1, RX Forms & Land Registry
- AML Regulations & Source of Funds Verification
- CMC Processes & SRA Compliance
- Client Care Letters, Onboarding & GDPR / Data Protection
- Lasting Power of Attorney (LPA) & Will Drafting
- Completion Statements & Conveyancing Procedures

Languages

- English — Fluent (sole working language throughout all legal education and practice)
- Tamil — Native
- Sinhala — Proficient

Professional Strengths

- Highly organised with meticulous attention to case file detail
- Excellent written and oral communication in English
- Strong client care ethos and sensitivity to vulnerable clients
- Adaptable across civil, criminal, private client & corporate
- Pro bono and community legal work demonstrating commitment to access to justice

ADDITIONAL INFORMATION

Right to Work:	Relocating to London in September/October 2026. Please refer to the covering letter for details on immigration status.
SQE1 Progress:	Actively preparing approximately 30% complete. Committed to qualification as a Solicitor of England & Wales.
Availability:	Available from September/October 2026 for in-person roles; available immediately for remote/hybrid positions.
Interests:	Legal research and writing (published articles on criminal justice and law reform); women's rights advocacy; comparative and international law.
Website:	www.cynthiasuhasan.com — includes full CV, certificates, and professional portfolio.

REFERENCES

Dr. A. L. Abdul Gafoor

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Further references available upon request.