

ADEOYE COMFORT ORE-OLUWA
Lagos, Nigeria | 0810 104 7855 | comfortadeoye257@gmail.com
CURRICULUM VITAE

PROFESSIONAL PROFILE

High-achieving Law graduate (Second Class Upper) and Associate Mediator with a proven track record in legal research, contract vetting, and executive operations. Experienced in supporting senior leadership in high-pressure environments and leading large-scale policy initiatives. Highly proficient in regulatory compliance, stakeholder management, and analytical problem-solving.

CORE COMPETENCIES

1. **Legal & Regulatory:** Contract Vetting & Review, Statutory Interpretation, Tax Policy Analysis, Corporate Advisory, and Compliance Monitoring.
2. **Operations & Leadership:** Executive Support, Stakeholder Management, Project Coordination, and Strategic Communication.
3. **Technical Skills:** Microsoft Office Suite (Advanced Word, Excel, PowerPoint), Power BI (Entry Level), Google Workspace, Canva, and Video Editing.
4. **Soft Skills:** Dispute Resolution (Mediation), Emotional Intelligence, Confidentiality, and Analytical Thinking.

PROFESSIONAL EXPERIENCE

1. **Junior Associate | Afe Babalola & Co.**

February 2026 – Present

- * Conducting in-depth statutory analysis and case law research for complex commercial, civil, and corporate matters.
- * Drafting legal correspondence, contracts, and court processes for senior partners at a premier Nigerian law firm.
- * Collaborating on legal strategy and ensuring rigorous regulatory compliance for ongoing firm projects.

2. **Virtual Personal Assistant to the CEO | Eminent Real Estate**

2024 – 2025

- * Managed executive calendars, travel logistics, and high-level confidential correspondence for the Managing Director.
- * Served as the primary liaison for high-net-worth clients and external partners, ensuring professional communication and issue resolution.
- * Coordinated business documentation and internal workflows, improving operational efficiency by 100% through disciplined record-keeping.

3. **NYSC Associate | Ogun State Ministry of Justice**

2024 – 2025

- * Vetted government contracts and agreements to ensure strict statutory and regulatory compliance.
- * Prepared legal opinions and internal memoranda for the Department of Public Prosecutions to

support Ministry decision-making.

4. Legal Intern / Extern | K.T. Turaki SAN & Co., Abuja

2025

- * Performed research on corporate advisory, property-related matters, and dispute resolution for Senior Advocates.

- * Assisted in drafting legal documents and professional briefs for litigation before superior courts.

LEADERSHIP & VOLUNTEER EXPERIENCE

1. Programmes Director | The Tax Club, University of Ibadan

2023 – 2024

- * Spearheaded the execution of academic events and tax policy symposia for 200+ participants.

- * Coordinated cross-functional teams and external professionals to deliver structured programs and fiscal policy discussions.

Communications Specialist & Volunteer | Y.C. Maikyau (SAN) NBA Campaign

2022

- * Managed high-volume correspondence and national stakeholder engagement during a high-stakes campaign.

2. Deputy Chamber Head | Augustine Nnamani Chamber

2021 – 2023

- * Mentored junior members in legal research, advocacy, and academic development over two terms.

EDUCATION & QUALIFICATIONS

1. Barrister-at-Law (B.L) | Nigerian Law School | 2025 (Awaiting Results)

2. Bachelor of Laws (LL.B), Second Class Upper (2:1) | University of Ibadan | 2024

3. Associate Member (AICMC) | Institute of Chartered Mediators and Conciliators | 2023

4. Certificate in Leadership | Imoran Centre for Leadership & Development | 2023

INTERESTS

Digital Media & Content Creation, Investment & Corporate Advisory, Fashion & Feminine Aesthetics, and Community Mentorship.