TRACY NAA LAMILEY LAWSON

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EDUCATION

- **Ghana School of Law** — **Accra, Ghana**
  Qualifying Certificate in Law (QCL) — November 2024 to date

- **Ghana Institute of Management and Public Administration** — **Accra, Ghana,**
  LLB — January 2021 to July 2024
  Cumulative GPA: 3.66/4.00

- **Wesley Girls' High School** — **Cape Coast, Central Region,**
  Ghana General Arts (WASSCE) — September 2017 to September 2020

WORK EXPERIENCE

- **Kulendi @Law** — **January 2026 to date**
  Legal Intern

- Providing substantive legal support to partners across multiple practice areas, conducting advanced research on complex and novel legal questions arising in active client matters.
- Independently analyse case files and draft legal memoranda, opinions, and correspondence for review by senior counsel.
- Engage actively in client engagements, contributing to advisory sessions and assisting in the formulation of legal strategy.
- Accompanying partners and senior associates to court and assisting with client engagement.
- Support partners in the management of court processes, including preparation of court processes and review of filed documents ahead of hearings.

- **Judicial Service of Ghana** — **January 2025 – August 2025**
  Legal Intern

- Worked under the direct supervision of Her Ladyship Justice Sedina Agbemava, the then presiding judge of Commercial Court 6 at the High Court Complex, Accra, gaining substantial exposure to complex commercial litigation.
- Conducted in-depth legal research on corporate and commercial law matters, producing written analyses that informed judicial reasoning.
- Co-authored legal opinions with fellow interns that were relied upon in the preparation of judgments and rulings in live proceedings before the court.

- **Kulendi @Law, Accra** — **June 2023 – August 2023**
  Legal Intern

- Conducted multi-disciplinary legal research to support partners across a range of practice areas and active client matters.

- Assisted partners with case preparation and attended court appearances, gaining direct courtroom exposure.
- Participated in client meetings and contributed to the development of case strategy for ongoing matters.
- Collaborated with fellow interns on assigned case studies, demonstrating effective teamwork in a fast-paced legal environment.

- **Axis Legal, Accra** **July 2022 – August 2022**
  Legal Intern

- Carried out legal research across various areas of law to support partners in the management of ongoing client cases.
- Completed assignments under the direct instruction of the Managing Partner, demonstrating initiative and adaptability.

LEADERSHIP AND CO-CURRICULAR ACTIVITIES

- **Anijie Global Foundation LEGIT Next Gen Leadership Program** **June 2025 to October 2025**

Cohort 2 Member

- Attended a series of sessions, both online and in-person, focused on enhancing leadership capabilities and mastering necessary professional skills.
- Led the planning and execution of a community outreach project aimed at educating persons with disabilities on climate change and empowering them to contribute meaningfully to sustainability efforts

- **Student Representative Council of GIMPA** **February 2024 to July 2024**
  Judicial Council Committee Member

- Participated in the drafting of procedure rules to govern the SRC Court, including provisions on the institution and conduct of proceedings.
- Collaborated across teams of varying sizes to achieve defined committee objectives within set timelines.

- **Ghana International Model United Nations** **January 2020**

Student Representative

- Represented the country of Namibia in the United Nations High Commissioner for Refugees (UNHCR) and substantially contributed to the making of a Working Paper for submission to the UN.

- **Readwide Club-** Wesley Girls' High School **April 2019 – March 2020**

Assistant General Secretary

- Organised weekly executive meetings, coordinated all club activities, and compiled semesterly progress reports to track performance, which led to m earning the Best Executive of the Year Award (2020).

- **Editorial Board –** Wesley Girls' High School

Chief Editor (Typing and Proofreading Sector) **January 2020 – Sept 2020**

- Main overseer of all typing and proofreading activities involved in

making the school magazine.
- Worked directly with the Chief-Coordinator of the Editorial Board and management of the school in all matters concerning the publishing of the magazine.

ACHIEVEMENTS AND AWARDS

- **Introduction to Generative AI in Legal** [certificate] **September 2025**
- **Global Goals to Local Action: Youth Powering the SDGs in Ghana** **August 2025**
  Certificate of completion
- **African Centre of International Criminal Justice (ACICJ) Training Programme,** **October 2021**
  Certificate of completion
- **Wesley Girls' High School Editorial Board Certificate** **September 2020**
  Certificate awarded for the completion and publication of the school magazine.
- **Readwide Club of Wesley Girls' High School** **March 2020**
  Best Executive of the Year Award

SKILLS

Technical Skills
- Legal research and writing including case analysis, drafting of opinions and procedural documents
- Impeccable typing and proofreading skills
- Knowledge of Microsoft Office tools.
- Writing and Research Skills

Leadership Skills
- Teamwork & Collaboration
- Critical thinking and analysis
- Detail Oriented
- Time management