



## Harjote Malhi

Paralegal

General Business Law

604 891 7720

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### Profile

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As a corporate paralegal, Harjote brings clarity and efficiency to the often complex and time-sensitive legal processes of running a business. Understanding that navigating legal documents, deadlines, and evolving compliance requirements can be overwhelming, Harjote provides clear guidance, ensures accuracy, and streamlines workflows to minimize stress and maintain seamless operations.

With a background in both family and corporate law, Harjote offers strong organizational skills and attention to detail in every task. This experience has honed her ability to manage multiple priorities effectively and under pressure. Fluent in Punjabi, she can connect with a diverse range of clients.

Harjote thrives in the structured and detail-oriented nature of corporate law and is committed to fostering a collaborative environment. Whether assisting with transactions, coordinating schedules, or managing ongoing corporate matters, she delivers reliable and diligent support to both the firm and our clients.

### Credentials

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#### Education

- > VCC - LAA (Legal Administrative Assistant) Program

> VCC - Corporate Paralegal Certificate

**Additional Languages**

> Fluent in speaking Punjabi

> Understands Hindi when spoken to