**CURRICULUM -VITAE**

**NAME**: NIKITA

**MOBILE NO.:** 8076697226

**EMAIL ID**: nikita71297@gmail.com

**FATHER’S NAME**: Shri Bhim Singh

**DATE OF BIRTH**:07-12-1997

**ADDRESS**: House No. G-19 ‘A ,Street No.-12

Vishwas Park Extn., Rajapuri,

Uttam Nagar, New Delhi – 110059

**MARITAL STATUS:** Unmarried

**EDUCATIONAL QUALIFICATION:**

* 10th Passed from CBSE Board(2012)
* 12th Passed from CBSE Board(2014)
* Graduation from University Of Delhi(B.A. PROGRAMME)in 2018
* Pursuing L.L.B From HLM College In Final Year
* Chaudhary Charan Singh University(Meerut).

**ABOUT COMPANY** : The Intellectual Property India is Administered By the Office Of The Controller General Of Patents

Designs & Trade Marks (CGPDTM). This is a Subordinate Office of the Government Of India and administers The Indian Law Of Patents ,Designs , Trade Marks And Geographical Indications.

**JOB RESPONSIBILITIES:-**

* **DATA ENTRY IN OPPOSITION SECTION TRADE MARK REGISTRY.**
* **TWO YEARS WORK EXPERIENCE OF OPPOSITION SECTION IN THE TRADE MARK REGISTRY OFFICE IN NEW DELHI.**
* **KNOWLEDGE OF OPPOSITION HEARING PROCEEDING OF THE OPPOSITION SECTION**
* **NOTICE OF OPPOSITION**
* **COUNTER STATEMENT**
* **EVIDENCE IN SUPPORT OF THE OPPOSITION UNDER RULE 45**
* **EVIDENCE IN SUPPORT OF THE APPLICATION UNDER RULE 46**
* **REPLY EVIDENCE IN SUPPORT OF THE OPPOSITION UNDER RULE 47**
* **HEARING**
* **WORK EXPERIENCE IN DATA ENTRY ,SCANNING AND UPLOADING DOCUMENTS IN THE PATENT OFFICE.**
* **ONLINE AND OFFLINE VERFICATION IN THE PATENT OFFICE.**
* **WORKED ON FER(FIRST EXAMINATION REPORT) & FORM -27, FORM-25, FORM-1,2,3,4,5,9,13,18 IN THE PATENT OFFICE.**
* **KNOWLEDGE OF PATENT & TRADE MARK FORMS.**
* **WORK EXPERIENCE OF TWO YEARS IN THE TRADE MARK REGISTRY (OPPOSITION SECTION) IN NEWDELHI.**
* **WORK EXPERIENCE OF TWO YEARS IN (EDP SECTION) IN THE PATENT OFFICE IN**
* **NEW DELHI.**

**PREFERENCE:** -Looking for an excellent career in a reputed firm based on my work experience and educational qualification where ,I can find a life of Self Respect & dignity.

**PERSONAL SKILLS**

* Basic Knowledge Of Computer& WebDesigning
* Ms Office
* Typing Speed 35

**PERSONAL PARTICULARS**

* Gender:- Female
* Nationality:- Indian
* Religion:- Hindu
* Language Proficiency:- Hindi & English

Signature of the candidate