

PURBASHA CHAKRABORTY

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EDUCATIONAL QUALIFICATIONS

The ICFAI Law School, The ICFAI University, Dehradun

B.B.A. L.L.B. (Intellectual Property Right Law Hons.) Batch of 2017-2022 CGPA 6.00 (Out of 10)

ST. XAVIER'S INSTITUTION, PANIHATI

XII Standard, ISC 2017, Percentage - 75.50%

X Standard, ICSE 2015, Percentage - 74%

INTERNSHIPS EXPERIENCE

ADV. TANUJ SHAHI, ALLAHABAD HIGH COURT | Prayagraj | June 2022

- Managed communication with courts regarding status of petitions and granted orders.
- Filed all pleadings with the court clerk.
- Interpreted and relayed legal information in a clear format for clients.
- Met with clients and other legal professionals to discuss case details.
- Interviewed clients to obtain vital case information to support associates.
- Completed case research via LexisNexis and Westlaw databases.
- Met with clients to research cases, collect data, prepare settlement packages and interpret information for daily report generation.
- Gathered and organised documentation for legal briefs, responses to opposing counsel, motions and trial evidence.
- Gathered and organised pre-trial discovery, records and evidence, including witness interviews.
- Drafted legal complaints, summons and interrogatories.

LAW INFORMANTS – WHERE OPPORTUNITY KNOCKS | Virtual | July 2020 – December 2020

- Worked as Marketing Associate Member
- Supervised work of contracted employees to deliver work on schedule.
- Developed excellent working knowledge of industry trends and improvements in processes.
- Developed team communications and information for meetings.
- Collaborated with team members to achieve target results.
- Identified issues, analysed information and provided solutions to problems.
- Oversaw daily operations.
- Guided teams in product merchandising and inventory management.
- Produced content for websites and social media channels to enhance brand visibility.

ADV. RISHI SHARMA, DISTRICT & SESSIONS COURT | G. B Nagar, Greater Noida | July 2020

- Utilised outstanding prioritisation, multitasking and delegation skills to manage heavy workloads.
- Drafted various forms of court proceedings, including petitions, motions, complaints, appeals and affidavits.
- Compiled statutes, precedence, legal articles, law codes and documents to prepare legal team for trial.
- Participated in client meetings to establish research requirements and strategize for defence arguments.
- Redacted confidential information from legal documents on case-by-case basis.
- Analysed law sources, including statutes, recorded judicial decisions, legal articles, constitutions and legal codes.
- Drafted legal complaints, summons and interrogatories.
- Remained highly organised and detail-orientated while working on several cases at the same time.

LEXLIFE INDIA | Virtual | March 2020

- Interned as Legal Research & content writer
- Conducted research to aid with positive legal outcomes.
- Displayed superior confidentiality in all mail, telephone and in person communication.
- Conducted in-depth research to aid with positive legal outcomes.
- Completed case research via software databases.

ADV. MAYANK SHARMA, SUPREME COURT | Surajpur, Greater Noida | June 2019 – July 2019

- Analysed, assessed and performed due diligence assessments of legal research teams' work.
- Developed strong and trustworthy relationships with clients by providing responsive and thorough research work on cases.
- Utilised outstanding prioritisation, multitasking and delegation skills to manage heavy workloads.
- Remained highly organised and detail-orientated while working on several cases at the same time.
- Interviewed clients to obtain vital case information to support associates.
- Gathered and organised documentation for legal briefs, responses to opposing counsel, motions and trial

evidence.

- Assisted attorneys during court proceedings.
- Provided with vital administrative support.

ADV. S. K. SOLANKI, SUPREME COURT | Saket, New Delhi | May 2019 – June 2019

- Proactively participated in internal and external meetings.
- Observed depositions and court proceedings to prepare summaries of cases.
- Created organised filing system for legal documentation.
- Carried out legal research to compile evidence for cases.
- Developed investigation strategy and documented evidence.
- Investigated potential cases of theft of goods, money or information from business establishments.
- Reviewed case files and case progression, keeping proceedings compliant with legislation.
- Kept courtroom facilities neat and evidence secured.
- Observed court procedures and confidentiality policies.

DWIVEDI & CO. ADV. GHANSHYAM DWIVEDI | Dwarka, New Delhi | June 2018 – July 2018

- Supported clients' business interests with sound legal advice and documents.
- Assisted in court hearings, tribunals and administrative boards.
- Consulted with clients to inform legal decision-making.
- Developed strong argument strategies based on evidence findings.
- Compiled and presented legal documents in line with standard procedures.
- Interviewed clients and witnesses to gather data and evidence.
- Built case understanding by scrutinizing legal evidence and documentation.
- Provided clients with professional legal advice and support on issues.

R.D RANA & ASSOCIATES ADV. R. D. RANA | Patiala House, New Delhi | May 2018 – June 2018

- Managed communication with courts regarding status of petitions and granted orders.
- Handled all clerical needs of a busy firm with lawyers and staff.
- Assisted attorneys during court proceedings.
- Interpreted and relayed legal information in a clear format for clients.
- Revised documents, organised travel arrangements, submitted billable hours and coordinated court documentation for timely filings.

EXTRA – CURRICULAR ACTIVITIES

- Participated in 2018-19 ICFAI University Intra Moot Court Competition
 - Participated as Trainee Adjudicator in the Intra Parliamentary Debate Competition 2019 organized at ICFAI University Dehradun
 - Participated in workshop on “IPR Awareness and its Need for Protection” 2018
 - Presented paper on “Technological Developments and its impact on Environment” on National Conference of Technological Development and Changing Dimensions of Law 2019
 - Participated in the “1st National Online Judgement Writing Competition-2018” organized by The Journal for Indian Researchers (ISSN:2581-359)
 - Participated in 2nd Intra Mediation competition at ICFAI University 2019
 - Webinar on “Crime Atrocities & Violence Against Women” 2020 by ICFAI University Dehradun, ICFAI Law School
 - Webinar on “Higher Values & Ethics in Law & Justice” 2020 by ICFAI University Dehradun, ICFAI Law School.
 - Workshop on “The Fundamentals of IPR & Discussion on its Growing Scope” 2020.
 - Webinar – International Colloquium on “Individual Rights During COVID-19” by ICFAI Foundation of Higher Education (IFHE) Hyderabad, 2020.
 - National Webinar on “COVID-19, Moving Forward from now” 2020 by Bora Institute of Management Sciences.
 - National Webinar on “Art of E-Mooting” 2020, by ICFAI Law School Dehradun.
 - Webinar on “Consumer Protection and Competition Policy” 2020 organized by Knowledge Steez at MNLU Aurangabad.
 - Participated in International Webinar on “Corporate Social Responsibility: An Insight (Global Perspective)” 2020 by ICFAI University Dehradun, ICFAI Law School.
 - International Webinar on “Role of Law School to Provide Legal Aid to Poor and Marginalized People” 2020 by ICFAI University Dehradun, ICFAI Law School.
 - Marketing Associate member at Law Informants – Where Opportunity Knocks since 27th July 2020 to 31st December 2020.
 - National Online Lecture on “Jurisprudence” held from 6th to 12th July 2020 by the ICFAI University.
 - National Webinar on “International Water Law” dated 1st August 2020.
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CERTIFICATE COURSE

- Completed Certificate Course on **General Course on Intellectual Property**, by World Intellectual Property Organization (April 2020).
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