SUBHASH CHAND

Patent Agent (Registration awaiting)

## Communication

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## Career Objective

Seeking a dynamic, challenging opportunity to develop and utilize my technical, management & organizational capabilities and devote to further experience and knowledge in the field of Patents.

## Educational Qualification

* LLB with 63% (Session 2019-2022)
* B.sc (IT) with 79% (Session 2011-2014)
* 12th (PCM) with 80.4% (Session 2010-2011).
* 10th with 78% (Session 2008-2009).

## Work Experience

1. Currently working (From Nov. 2018 – Present) in **K&S Partners** as a **Secretary** **(IPR).**

* **Key Responsibilities** –
* Preparing (Formal objections only) and filing the response to FER and written submission.
* Preparing, filing of new applications and Formalities such as Form 1, 2, 3, 4, 5, 6, 9, 15, 16, 18, 26, 27, 28, 29, 30 etc. and reporting the same to the clients along with invoice.
* Tracking of deadlines for Request for Examination, New Applications, Response to FER, hearing, working statements (Form 27) and sending reminders to clients to seek instructions for upcoming deadlines.
* To performs other duties assigned to me.

1. 2-year experience (From Nov 2016 – Oct 2018) in **Lakshmi Kumaran & Sridharan** as an **Executive (IPR).**

* **Key Responsibilities** –
* Docketing of new cases and updating other events for existing cases.
* E-filing of new patent applications, generation, and circulation of cash and

non-cash CBRs.

* Preparing and E-filing formalities.
* Providing an additional support to the different teams by sending upcoming due dates reminders such as current acceptance deadline, foreign filing, 12 months complete specifications and oral hearing.
* Handling trackers for LPD, RFE, Form 27, accumulated annuities, and renewals.

1. 1-year experience (From Apr 2015 – May 2016) as a Computer Operator in **Shri Balaji Associates** (A collection agency of ICICI bank).

* **Responsibilities** –
* Co-ordination with bank staff.
* Upload trail & Recon file.
* Handling staff of 6-8 persons and assigning work to them.

## Strengths

* Hard working & can easily grasp things.
* Self-Motivated & Positive thinker.

## Personal Details

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| --- | --- | --- |
| * Date of Birth | : | June 15th, 1993 |
| * Gender | : | Male |
| * Marital Status | : | Single |
| * Nationality | : | Indian |
| * Permanent-Add | : | VPO- Soundhead, Block-Hodal, District-Palwal (Haryana), Pin-121106 |

## Interests & Activities

* Internet Surfing
* Reading Legal Books

## Declaration

I, SUBHASH CHAND, hereby, solemnly declare that all the information’s furnished above are true, complete, and correct to the best of my knowledge.

**Date …………………**

**Place ………………...**

**Subhash Chand**