

MITHI JAISWAL

Amity University Kolkata

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ACADEMIC QUALIFICATIONS

- LLM in Business Law: - 8.58 SGPA (First Division with Distinction)
- B.A.LLB. (H) with a specialization in Intellectual property Law: - 7.91 CGPA
- 12th Standard (ISC Board): - 93.5% (Our Lady Queen of the Missions School, Salt Lake)
- 10th Standard (ICSE Board): - 84% (Our Lady Queen of the Missions School, Salt Lake)
- Academic scholarship achieved for the first year at University.

WORK EXPERIENCE

[June 2020-Present]

- Providing legal and paralegal support services to clients located in the US, Australia, Europe, MENA and Asia, independently.
- Experienced in drafting commercial, corporate and technology contracts of all jurisdictions.
- Experienced in contract reviewing, vetting and redlining.
- Experienced in conducting legal research and writing legal articles.
- Provided legal and paralegal services to 75+ Clients all across the globe.
- Experience in working with SaaS companies, Recruiting firms, Manufacturing Units, Retailers, Marketing Company and startup working in sustainable agriculture space.

INTERNSHIP

LEGAL OPTIONS

[February 2021, 4 weeks]

- Prepared first drafts for certain agreements to name a few, Independent Contractor Agreement, NDA, Individual Loan Agreement.
- Drafted a number of legal notices.
- Researched on certain provisions of Indian Contract Act.

VIDMA CONSULTING GROUP, LLP

[May, 2020: 4 weeks]

- Drafted a cease-and-desist notice for copyright infringement for a client based in the

U.S.A

- Conducted a Trademark Search in USPTO.
- Reviewed a Leave and License Agreement.

LEGALWIZ.IN

[April 2020,5 weeks]

- Researched and written articles for the company's blog.
- Helped in creating relevant content and legal blogs for the Company.
- Prepared first drafts for certain agreements, to name a few NDA, Employment Agreement.
- Researched on certain provisions of Indian Contract Act,1872 related to agreement and types of agreement with reference to Sections 24-31 as well as 56.
- Researched on the intermediaries under the Information Technology Act 2005.

ADV. BHOLA MAHATA

[May 2019,4 weeks]

- Participated in court proceedings at Sealdah Court for matters U/S.144 of the Code of Criminal Procedure,1973 and U/S 138 of the Negotiable Instruments Act,1881.
- Assisted my senior in drafting pleadings as well as arranging briefs.

LEGAL OPTIONS

[June 2018,4 weeks]

- Read through the briefs of matters related to Benami Properties and prepared the list of dates and events for the same.
- Assisted my senior in preparing certain documents and petitions required for specific cases to name a few Narazi petition, written objection, notice under section 8 of the IBC 2016
- Read the Insolvency and Bankruptcy Code,2016 and highlighted the amendments made in the same. Visited the High Court of Calcutta and witnessed cross examination and ongoing criminal matters.

DUBE & COMPANY

[July 2017,4 weeks]

- Dealt with various applications filed at the Honorable High Court of Calcutta relating to Company law and arbitration matters, prepared list of dates and documents and legal demand notices for various legal matters.
- Assisted my senior in preparing the additional brief to the Counsel for an ongoing matter.
- Obtained a brief idea about the concepts of affidavit of service, supplementary affidavit and vakalatnama.
- Read briefs of matters pending before the High Court of Calcutta and attended court proceedings as well as a mediation proceeding.

ADDITIONAL COURSE DETAILS

- Successfully completed Lawctopus certificate course in Contract Drafting and Negotiations and was awarded a Certificate of Merit.
- Successfully completed a Diploma in Cyber Law with 80% from Asian Law School in association with Government Law College Mumbai.
- Successfully completed a certificate course on Drafting of Business contract from Udemy
- Successfully completed Diploma in Advanced Contract Drafting and Negotiations and Dispute Resolution from Lawsikho.
- Successfully completed Incorporation and Company registration course under the guidance of Adv.Prateek Gupta.

EXTRA-CURRICULAR ACTIVITIES

- Volunteered with the Drishti NGO to provide free education to especially abled students at Kolkata. Trained in Classical Kathakali dance Lalit Kala Academy.
- Participated in the ADR Tournament arranged by Amity University Noida and my team qualified till the semifinals in the Client Counseling arena.
- Participated in the IDIA Legal Workshop 2020
- Attended the training course on Legal Drafting arranged by the Bar Council of India.
- Participated the first National Seminar on Human Rights and Administration of Justice arranged by Amity Law School, Kolkata.
- Participated in the one-day National Workshop on Innovation and Intellectual Property Rights held at Amity University Kolkata.