

CURRICULAM VITAE

Abhishek chauhan
S/O SH. Mahendra Singh chauhan
B-134, Subhash park extension,uttamnagar
Delhi- 110059.
MOB NO: 9205423129
E-mail: -chauhanabhishek677@gmail.com

ACADEMIC ACHIEVEMENTS: -

- ❖ 10th Passed from ICSE board All saint convent school, uttarakhnad,2009
- ❖ 12th Passed from ISC board All saint convent school, uttarakhnad,2011
- ❖ B. Com Passed from HNB garhwal unversity,2014
- ❖ Pursuing PG Diploma in IPR from NLSIU.

COMPUTER SKILLS: -

- ❖ Working in Computerized Environment since 2014.
- ❖ Good understanding of MS OFFICE (Microsoft Word, Powerpoint and advance Excel).
- ❖ Good knowledge of working on Internet.
- ❖ English Typing Speed 35-40 w.p.m

Work experience:-

Worked as senior executive in Lakshmi kumaran & sridharan from 19 Jan 2015 to 31 st october 2019.

CURRENT EMPLOYMENT: -

1. Presently working with Lex orbis as a patent paralegal from 01st Jan 2020.

JOB PROFILE

- ❖ Filing of new patent application via e-filing Module.
- ❖ Completing patent filing formalities like Form 1, Form 3, FORM 9, FORM 18, FORM 26 , Certified Priority document Etc.
- ❖ Preparing and filing of amendments in patent application.
- ❖ Reporting filing of application to client and billing
- ❖ Reporting the filing of Form 1, Form 3, Form 6, Form 13, Form 18, CPD, etc.
- ❖ IPO Follow-up for Publication correction, issuance of corrected LPD
- ❖ Reporting the publication and DOFR to Client.

PERSONAL DETAILS: -

- ❖ Date of Birth :- 11th- Aug-1995
- ❖ Language Known :- Hindi, English
- ❖ Hobbies :- Playing Cricket, Listening to Music.

❖ Nationality :- Indian
❖ Marital Status :- Unmarried

DECLARATION: -

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

Date :-

Place :- New Delhi

• **(Abhishek chauhan)**