



P. G. VENKAT

[Porkulam Gopalakrishnan Venkiteswaran]

C Block, S-53/F-2, Aarohi Apartments

ShalimarGarden Extn. II

Ghaziabad 201 005

Uttar Pradesh

pgvn1966@gmail.com

Mob. # 9625100754

Mob. # 8368761063

Father's Name : Late Sh. P. V. G. Krishna Iyer
Mother's Name : Late Smt. A. S. Nagalakshmy
Date of Birth : 19 April, 1966
Permanent Address : C Block, 4/386, VaishaliI, Ghaziabad 201010, Uttar Pradesh
Qualification : B. Com.
Nationality/Religion : Indian/Hindu Brahmin
Languages Known : English/Hindi/Malayalam/Tamil
Marital Status/Dependents : Married/wife & daughter
Present Job : Working with LexpertConsilium,LLP, as Paralegal in their Patent Department. [October, 2022 onwards]
Total Experience : Above 30years

Details of Experience:

1. Worked with M/s. Stellar Offset Pvt. Ltd., as Office Assistant under Director for a period of 4 years (1988 to 1992);
2. Worked with M/s. JIL Plastics (Unit of Jagatjit Industries Ltd.), as PA to GM for a period of 4 years (1993 to 1997);
3. Worked with M/s. Essel Agro Ltd. (Unit of Essel Group of Industries), as PA to Sr. VP Mktg., for a period of 5 years (1998 to 2002);
4. Worked with Wipro Finance Limited, as FD Assistant for a period of 1 year 2002-2003.
5. Worked with K & S Partners for a period of 13 years. This is an Intellectual Property law firm and my position was Sr. Paralegal in their Patent Department (2003-2016)
6. Worked with Perfexio Legal, Noida as Paralegal for a period of 3 years [2017 to 2019]
7. Worked with Khurana & Khurana for a period of 1 year as docket assistant in their patent department [2020 to 2021]

In addition to the above, I have worked with some other small companies and VIPs for short durations like leave/casual vacancies. I have worked with veteran journalist and Rajya Sabha MP Late Sh. D. N. Mishra.

I have worked at the above places as an all-rounder and therefore I have knowledge of jobs related to Accounts, Marketing, Administration, Dispatch, Stores, and General.

I hope my details are matching with your requirement.

P. G. VENKAT

Place : -Ghaziabad-

Date : 03-03-2023