

KAVISHA PODDAR

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BA.LLB (Honours)	2021	OP Jindal Global University	CGPA of the previous semester - 7.75/8
ISC (Class XII)	2020	The Assam Valley School	98.5%
ICSE (Class X)	2018	The Assam Valley School	95.4%

PROFILE SUMMARY

An ambitious, focused and committed law student. I have strong research, communication, and client-care skills. I am capable of working in any environment and meeting strict deadlines. I complete my work in an efficient manner.

ACADEMIC ACHIEVEMENTS

- B.M Khaitan Award for Excellence in Political Science in XII (Year Aggregate – 99%).
- Scholar’s Tie For three consecutive years for scoring 85% and above in the entire academic year.
- Star Prize For excellence in academics.
- CLAT Rank – AIR 1875, North- East India Rank- 5
- LSAT Percentile- 91.5

LEADERSHIP POSITIONS

- Event Management Prefect (2019 -2020)
- Head of Productions – Yearbook Committee (2020)
- Zonal Interact Representative – Interact Club (2020)
- Intra-School Round Square – Overall In charge (2019)

INTERNSHIPS AND WORK EXPERIENCE

1.Youth Online Learning Opportunities

- Helped in research and formulation of Code of Conduct for their upcoming platform.
- Helped in raising awareness about the community guidelines in the existing platforms.
- Followed the directions from my supervisor and managed projects with precision.

2. Human Rights Law Network

- Worked in cases related to foreigners' rights issue and domestic violence cases.
- Drafted writ petitions, defense evidence, divorce and maintenance petitions.
- Observed court proceedings, made notes, and talked to clients personally regarding their case.

3. SG Law Plus

- Assisted in various cases and briefed the advocates about the facts of the case.
- Extensive research on various areas of litigation and cases at hand ranging from property dispute to tax evasion.

4. Mukesh Sharma & Advocates

- Helped in drafting petitions and arbitration claim statements.
- Did research to find similar case laws and assisted the advocates on the cases at hand.

EXTRA CO- CURRICULAR ACTIVITIES

- Major Colours in English Play Production.
- Organising Committee AVS MUN and Srijanyam (2019)
- Organising Committee – East India Debates (2019)
- Participated in IIMUN Aamby Valley Chapter and IIMUN Assam Chapter.
- Participated in Round Square Conference by All Saint's College, Nainital on the pillar of Adventure.
- Recorded E-Books for Moran Blind School and took part in Cleanliness Drive and Plantation Drive.
- Organised stalls at Fund-Raising Events on Republic Day and Annual day.
- Peer Tutoring, helped juniors and classmates in studies and to improve their grade.
- EDUTREX to Dayra Bugyal (Trekking 12,500 ft) and learnt rappelling, rock climbing, river crossing, mountain climbing and kayaking at the National Institute of Mountaineering and Allied Sports.

SKILLS AND INTERESTS

- Languages: English, Hindi, and Assamese.
- Interest: Social Work, Event Management, Research and Reading, Dancing.
- Technical: Basic Knowledge of Microsoft Applications (Word, PowerPoint, Excel, Outlook) and Social Media Platforms.
- Well acquainted with social media platforms.