

SUZANNE SIRCAR

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ABOUT

I am a third-year student at OP Jindal Global Law School. I am pursuing B.A(Hons.) in Legal Studies with continuation in LLB. I have a keen interest in understanding human behavior and society. I am curious to try out new things and take on responsibilities. Additionally, I am an avid learner, and I am looking for opportunities to augment my knowledge in the field of law.

WORK EXPERIENCE:

Sarkar Legal Services. under Adv. Sukanta Sarkar:

Legal Intern – Kolkata, India (06/2022-07/2022)

- Did Legal Research on Transfer of Shares, Anticipatory Bail, Trusted Property Cases, Vested Land, Export and Import of Copper, Salami transaction partition suit under partition Act, 1893, Judgement of Court fees, Sarfaesi Act, Recovery of Debts due to Banks and Financial Institution Act, 1993.
- Filed Demand Notice under the Insolvency and Bankruptcy Code, 2016.
- Filed an application to initiate corporate insolvency resolution process under the Code (Under Section 7 of IBC, 2016).
- Filed a complaint before the District Consumer Dispute Redressal Forum under Section 12 and Section 17 of the Consumer Protection Act, 1986.
- Filed a complaint before the Commissioner of the Food Safety of the State.
- Worked on various case briefs as demanded.

R Singh & Associates:

Legal Intern – Kolkata, India (01/2022-02/2022)

- Assisted in drafting, sending replies and did research work on Civil, Criminal and Corporate matters listed before the respective courts & tribunals. This included IPC, PFUTP, Insolvency and Bankruptcy, PIL, The Competition Act, Trademark, and copyright law
- Proofread legal documents and corrected an error.
- Worked on Excel sheet that included assigning files, tallying data, and cross-checking files.

Fortis Hospital:

School Internship – Kolkata, India. (06/2019 - 06/2019)

- Participated in the educational workshop under Fortis National Mental Health program that comprised of experiential learning on clinical disorders, psychotherapy, and

psychological interviewing.

- Participated in a presentation that focused on mental health awareness, reducing the stigma surrounding mental illness.

Ektara, NGO (Nongovernmental Organizations):

Volunteer – Kolkata, India. (06/2017 - 03/2018)

- Being a member of the school community service club, undertook various welfare work for Ektara.
- Provided guidance and conducted classes for the NGO children.
- Participated in annual Friendship Day fundraiser event in school.

KMC:

Volunteer – Kolkata, India. (07/2019 – 07/2019)

- Being a member of the school nature club, organized a Tree Planting Project through KMC (Ward No. 142 of Br - XVI).

EDUCATION

B.A (Hons.) Legal Studies: Expected in 2023.

Jindal Global Law School – Sonipat.

Currently in the 5th Semester. CGPA of 4th Semester- 7/8

ISC: Humanities – 92% (07/2020).

Modern High School for Girls – Kolkata, West Bengal.

SKILLS

- Abstract Reasoning
- Interpersonal Communication Skills
- Detail-oriented
- Flexible & Adaptable
- Responsible

HIGH SCHOOL ACHIEVEMENTS

- Held office at the School Library Squad: 2018-20
- Learnt violin at beginner's level.
- Organized and took part in '0 Waste Management' workshop through School Nature Club: 2019
- Organized and conducted Recycled Plastic Bottle Gardening in School premises: 2019
- Active member of regulating the Class Bulletin Board 2018-20
- Been a volunteer in conducting Fests and other School Events: 2016-20
- Been a part of the Speech and Drama class in The Calcutta School of Music for 4 years.
- Senior member of the School Drama team for 4 years.
- Senior member of the school Nature society for 2 years.

EXTRA CURRICULUM AT UNIVERSITY

- Member of Girl Up, JGU (Jindal Global University): Girl Up JGU is associated with the United Nations Foundation's Girl Up Campaign and Girl Up India that works on a range of issues in the field of gender equality including plethora of issues surrounding girls and young people in today's context.
- Member of the Model United Nations (MUN) Society.
- Member of the Theatre Society.
- Board Member of the Interdisciplinary Research Society- Event Organizer.

CERTIFICATION

Achieved Excellence in Spoken English, Upper Intermediate Level at the British Council, Kolkata.

LANGUAGES

- English
- Hindi
- Bengali
- German (Beginner)