

## [ ANJALI SINGH ]

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### WORK EXPERIENCE

- **Freelance Work-**

- \*Legal research on a defamation suit for the company DS PTE LEGENDS LTD based on Singapore. (August 2023)

- \* Legal Research Presentation of Case History of Civil Suits (July 2023)

#### June 2023 – Present

- I am pursuing Diploma in Advanced Contract Drafting, Negotiation and Dispute Resolution at LawSikho followed with Legal Writing and Freelance work. I have performed works on Legal writing, Contract Drafting, Legal Research, Agreement drafting such as NDA, Employment agreements, Internship agreements, Investment Agreements, MOU, purchase Agreement, exclusivity of contracts, Redlining, Staff Service Agreement, Franchise Agreement, distribution agreement, Commisiion agreement, Sponsorship agreement, etc till date.

- **Barrackpore Sub-divisional Court**

June 2023 – August 2023

Junior Advocate at Barrackpore Sub-divisional Court

I am working as a Junior Advocate, and dealing with Divorce cases, POCSO Act cases, Criminal & Civil matters allied with my senior, I can also draft petitions, pleadings, affidavits.

- **District and Sessions Court**

February 2023 – June 2023

Junior Advocate at Barasat Judges Court

I worked as a Junior Advocate and have handled cases under the guidance of my senior, I have drafted petitions, anticipatory bail, presented to court, have done legal research, legal writing. I have worked mostly with matrimonial cases and criminal cases.

### CERTIFICATIONS

- License of Practice - BCI - Bar Council of India.
- Certificate Course on ROC Filing.
- The Institute of Company Secretaries of India Foundation degree, Banking, Corporate, Finance, and Securities Law.
- Certificate of Participation in 3 days BootCamp on NCA exam for Indian lawyers.
- Certificate of Commendation (3<sup>rd</sup> Rank in Extempore) from George School of Law
- Child Pedagogy, English Language, Logical Reasoning and English Grammer – PlanetSpark.

### INTERNSHIP

- **Performed one month law internship for People with disabilities under Bhumika Trust (NGO)**

August-2023

- **District and Sessions Court**

March 2022 - April 2022

Paralegal at Barasat Judges Court

This one month internship was relevant for my final year assignment of BA.LLB. I have learned analyzing the case laws, case studies, case records, and various provisions related to it, performed legal research to propose a quality presentation of assignment.

- **Barrackpore Sub-divisional Court**

July 2021 - January 2022

Paralegal at Barrackpore Sub-divisional Court

I have worked with both civil and criminal cases, gained the practical knowledge of litigation environment. I have written petitions, drafted cases, negotiated cases, made legal research supporting the cases and have build good communication skills.

## SEMINAR/ MOOT SESSIONS

- Performed inter college Moot Sessions organized by my respective college George School of Law. ( November 2018 )
- One Day Orientation Programme for Foundation Registered Student organized by ICSI-EIRC
- One Day Orientation Programme for Executive Registered Student organized by ICSI-EIRC

## EDUCATION

Bachelor in Art and Bachelor in Law (BA.LLB)	2017-2022	University Of Calcutta	
Diploma in Advance Contract Drafting, Negotiation & Dispute Resolution.	2023-2024	LawSikho	
CS Foundation Degree	2020	The Institute of Company Secretaries of India	

## SKILLS

Corporate Governance • Freelance Service • Due Diligence • Community Outreach • Legal Document Preparation • Dispute Resolution • Contract Negotiation • Contract Drafting • Legal Process • Drafting Agreements

## EXTRA CURRICULAR ACTIVITIES

- Dancing- Awarded with Sahana Talent Award for Bharatnatyam, Rabindra Nritya, Kathak from the institute Sahana Dance Academy (2012)
- Drawing, sketches, Art and Craft from Chitrangan Art Centre.
- Reading Books like, Spiritual Books, Historical Books.
- Have Pursued English Hons for 1 year (2016) after my Higher Secondary School.
- Have been preparing for CS Executive Programme, but due to unavoidable circumstances couldn't complete the course( I have in-depth knowledge of the respective corporate law subjects)