

# VIJENDER KUMAR

✉ [gautam\\_vijender@yahoo.co.in](mailto:gautam_vijender@yahoo.co.in)

☎ +91 9899616469

H. No. 1495, Laxman Vihar, Phase-II  
Gurgaon, Haryana, India

## PROFILE

A passionate IP lawyer in the pursuit of learning and mastering intricate legal propositions; looking for work opportunities that aid me in shaping my career and in sharpening my skills.

Having 10+ years of experience in the area Intellectual property Law including Trademarks (filing & prosecution), Patents and Copyright.

---

## EMPLOYMENT HISTORY

### Associate (IP)

**SKS Law Associates • New Delhi**

Jan,2020 - Present

- Conducting and analyzing trademark clearance reports and communicating results with opinion to the clients.
- Sending hearing intimations to clients, compiling documents for show cause hearings, preparing note of arguments, and attending show cause hearings.
- Reporting office actions/provisional refusals to clients with comments & recommendations and filing response to the same with the Trademarks Registry.
- Drafting and filing user affidavits, trademark assignments, review petitions.
- Trademark prosecution miscellaneous activities such as filing on-line requests related to extension of time, change of name & address, recordal of assignment.
- Reviewing and reporting trademark publications and registration certificates to the clients.
- Filing trademark renewal requests & reporting the same to the clients.
- Providing updates to clients in relation to cost / status queries.
- Preparing & filing trademark applications and reporting filing confirmation to the clients.
- Updating and maintaining ERP system for trademarks related matters

### Associate (Trademarks)

**Kochhar & Co. • Gurgaon**

Nov,2017 - Jun,2019

- **Trademark:**

Preparing & filing trademark applications, conducting trademark clearance reports, reporting office actions/provisional refusals to clients and all other trademark prosecution activities. Providing updates to clients in relation to cost / status queries. Filing trademark applications in sub-continent i.e. Sri Lanka, Bangladesh, Nepal & Bhutan and corresponding with associates in these countries for prosecution of applications.

- **Patent:**

Filing patent applications and doing non-technical patent prosecution activities such as filing details of corresponding foreign applications on Form 3, filing proof of right, certified priority document, request for extension of time, filing request for examination etc.

### Paralegal

**Kochhar & Co. • Gurgaon**

Dec,2010 - Nov,2017

- Preparing and filing trademark and Patent applications and reporting the same to the clients.

## Secretary

Sunbeam Auto Pvt. Ltd. • Gurgaon

Dec,2009 – Dec,2010

## Paralegal/Legal Assistant

Remfry & Sagar • Gurgaon

Aug,2007 - Dec,2010

- Preparing and filing trademark applications and reporting the same to the clients.

## Paralegal

Anand and Anand • Gurgaon

Aug,2002 - Aug,2007

- **Trademark:**

Preparing & filing trademark applications and drafting filing confirmation for the clients.

Trademark prosecution work such as filing TM-16 for amendments in the applications, drafting reply to examination reports and forwarding acceptance orders to the clients.

Reviewing and forwarding publications to the clients.

Reviewing and forwarding TM registration Certificates to the clients.

- **Patent:**

Preparing & filing patent applications and drafting filing confirmation for the clients.

Preparing and filing updated details of corresponding foreign applications on Form 3.

- **Copyright:**

Preparing & filing copyright applications and drafting filing confirmation for the clients.

---

## EDUCATION

### Bachelor of Laws (LL.B.)

University of Rajasthan • Jaipur, Rajasthan

July,2015

### Bachelor of Arts (B.A.)

Maharishi Dayanand University • Rohtak, Haryana

June,1999

---

## PROFESSIONAL MEMBERSHIP

- Advocate, Bar Council of Delhi, 2015
- Certificate of Practice, All India Bar

---

## SKILLS

Patent, Trademark, Legal Research, Microsoft Office, Microsoft Outlook, Communication skills, Intellectual Property Law