

Covering Letter

Dear Sir,

I am writing to express my interest in the transitioning from my current role as a Litigation Advocate to a position in the Intellectual Property Rights at your Law Firm. For the past two years, I have honed my skills and gained substantial experience in Litigation , which has solidified my foundation in legal practice and enhanced my analytical , research and advocacy abilities. With a strong academic background in law and extensive practical experience gained by way of working as an associate with Advocates and recently with a Law firm, I am confident in my ability to contribute effectively to your team. What excites me about the opportunity at your esteemed firm is the chance to work in a dynamic and innovative environment where I can further develop my expertise while making meaningful contributions to the success of your firm. Through out my career. I have been deeply fascinated by Intellectual Property Rights. I am eager to explore this dynamic and ever-evolving filed further and am particularly enthusiastic about the prospect of doing so with the support and guidance of your esteemed law firm. I am confident that my ligation background,combined with my passion for IPR, will allow me to contribute effectively to your team. My commitment to delivering high-quality work, combined with my attention to detail and strong work ethic, make me well-suited for the demands of this role. I am enthusiastic about the possibility of joining your esteemed team and am eager to discuss how my skills and experiences align with the needs of the Law firm. Thank you for considering my application. I look forward to the opportunity to further discuss how I can contribute to your firm



You Sincerely,

Advocate Shipra Bali

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SHIPRA BALI

Advocate

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ACADEMIC QUALIFICATIONS

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| • L.L.B. | 55.83% Mewar Law Institute, Chaudhary Charan Singh University |
| • B.A(Hons) English | 57.38%, Aryabhata College University of Delhi |
| • 12 th Standard (CBSE Board) | 89.25% (Ahlcon Public School, New Delhi) |
| • 10 th Standard (CBSE Board) | 76% (Ahlcon Public School, New Delhi) |

PRACTICE AREAS

- Regularly advised and acted on behalf of clients on dispute resolution services pertaining to Civil and Commercial Litigation, and represented the clients at various forums such as the Supreme Court of India, Delhi High Court, Punjab and Haryana High Court, National Company Law Tribunal (New Delhi/ Mumbai/ Hyderabad), National Company Law Appellate Tribunal and various district courts across the country.

WORK EXPERIENCE

Kred-Jure, Advocates & Legal Consultants (February 2023-Present)

- Drafted Suits for Recovery, Partition Suit, Suits for injunction, and Suits for Possession & Declaration, Rendition of accounts, and Probate petitions before the High Court of Delhi and various District Courts. Also drafted and filed written statements, replications, and applications including but not limited to Order 7 Rule 11, Order 7 Rule 10/10A, Order 6 Rule 17 CPC, 1908, Order 39 Rule 10, Order 15A, and other miscellaneous applications.
- Successfully represented one of the leading event management companies, in arbitration proceedings, drafted Statement of Claims, Rejoinders, Evidence Affidavit, assisted in cross-examination, and drafted Written Submissions.
- Drafted Statement of Claims, and Rejoinders in ongoing arbitration proceedings arising out of construction contracts.
- Represented the client, in petitions filed under Sections 34, 36 of the Arbitration & Conciliation Act, 1996.
- Drafted complaint pertaining to 138 NI Act.
- Briefed & assisted senior advocates in court cases

- Representing a number of complainants under an offense of 420 and 120B IPC.
- Drafted applications under Section 156(3) and 200 CrPC seeking registration of FIRs and also drafted applications under Section 340 CrPC in criminal matters as well as civil suits.
- Represented clients in service matters in the Hon'ble High Court of Delhi.
- Represented the client, in a partition suit, suit of recovery, suit of Possession & Declaration, Eviction, and consumer disputes filed before various Hon'ble district courts, Tribunals of Delhi, and Hon'ble High Court of Delhi.

INDIAN INSTITUTE OF PUBLIC ADMINISTRATION

(February 2021-April 2022)

Research Assistant

- Conducted Third-Party Evaluation of Government Schemes.
- Organized and Executive meetings and webinars, conducting interviews with stakeholders
- Conducted Extensive Legal Research
- Organized and Executed high-level meetings.

During my tenure I have worked on the following research projects:

- Evaluation of Training impact assessment of Developing Specialist Investigators (DSI) Scheme
- Third-Party Evaluation of Scheme assistant to states and UTs under narcotics control
- Third-Party Evaluation of Projects/Schemes for the Safety of Women under the Nirbhaya Fund, MHA.

SKILLS

- Legal Drafting
- Legal Research
- Client Handling
- Microsoft Office
- Attention to Detail and Accuracy
- Proficiency in Legal Software
- Client Representation

PRACTISE AREAS:

- Civil Litigation
- Commercial Litigation
- Arbitration
- Criminal Law