

**Ms. Neha Meena**

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## PROFESSIONAL SUMMARY

Dedicated and detail oriented law graduate with a good academic background and passion for justice. Demonstrated legal research and writing skills including case laws. Good communication abilities combined with the ability to work independently and collaboratively. Looking for an opportunity to expand my learning and knowledge while making a significant contribution to the organization.

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## EDUCATION

- ✦ 10<sup>th</sup> standard (CBSE Board) : **7.4/10**(Army School, Fazilka, Punjab)
- ✦ 12<sup>th</sup> Standard (Humanities, CBSE Board) : **90%** (Neerja Modi School Jaipur, Rajasthan)
- ✦ BA. LL. B (Hons.) IPR specialization : **7.73/10**(National Law University and Judicial Academy, Assam)  
And business specialization
- ✦ Bar Council of Rajasthan 2021
- ✦ AIBE 2022
- ✦ CCC 2022 (National Institute of Electronics and Information Technology, Govt. of India)

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## SKILLS

- ✦ Proficient in operating Online Research Databases like Manupatra, SCC Online, Hein Online, Westlaw, etc.
- ✦ Can efficiently use MS Word, PowerPoint and Excel.
- ✦ Eloquent interpersonal skills, creative writing and Blogging, Case analysis and Critical thinking.
- ✦ Language: English, Hindi

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## EXPERIENCE

Legal Division RITES (PSU), (4July,2019-23 July,2019)s

- ✦ Assisted under legal division.
- ✦ Researched matters relating to arbitration and contract laws.
- ✦ Assisted in ongoing cases by researching relevant cases.
- ✦ Read the Contract Act,1872 and Arbitration and Conciliation Act,1996 and related case laws.

Internship under Advocate Dinesh Bishnoi, Jaipur (1January 2018-31 January 2018)

- ✦ Attended and observed Court proceedings.

- ✦ Attended Advocate's Chamber and read different contract and constitution cases.
- ✦ Assisted in drafting works, and preparation of case summaries.

Internship under Raghvendra Pratap Pandey Advocate & Solicitors, Delhi. (17 July, 2018 – 10 August, 2018)

- ✦ Researched on cognizance of offences by magistrates under the Criminal Procedure Code, 1973 and researched the right to life under the constitution of India, 1950.
- ✦ Observed the court proceedings and researched relevant case laws.

Session Court, District Bar Association, Silchar (8 December 2017 – 29, December, 2017)

- ✦ Observed the court proceedings.
- ✦ Assisted in finding relevant case laws for particular case files.
- ✦ Read reports, and prepared case analysis.

Internship under Assistant Solitaire General of India (5 July 2017-24 July 2017).

- ✦ Observed the court proceedings and researched relevant case laws.
- ✦ Conducted legal research, read case files and prepared summaries.

Internship under Legal Square, Jaipur. (1 January, 2017-31 January, 2017).

- ✦ Observed the court proceedings.
- ✦ Assisted in finding relevant case laws for particular case files and in drafting matters.
- ✦ Attended Central Administrative Tribunal, Jaipur for court proceedings.

Internship under Legal Square Firm, Jaipur. (29 June, 2016- 20 July, 2017).

- ✦ Assisted in researching the relevant case laws and in drafting matters.
- ✦ Researched the provisions and case laws related to civil and criminal litigation, writ petitions, and various aspects of constitutional law.

Intern under Surman Sansthan under Manan Chaturvedi (Minister of woman and child welfare), Jaipur. (1 January 2016-31 January 2016).

- ✦ Made reports related to the work of the NGO.
- ✦ Read case files, collected data and prepared summaries.
- ✦ Participated in an awareness programme.

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## **POSITIONS OF RESPONSIBILITY HELD**

- ✦ Core-team Member of Increasing Diversity by Increasing Access to Legal Education IDIA, North-East Chapter 2016-2017.
- ✦ Secretariat member of ADUJ MUN, National Law University and Judicial Academy, Assam.
- ✦ Member of Social Media Committee, Indian National Bar Association (INBA).
- ✦ Member of Sexual Harassment Campaign, Indian National Bar Association (INBA).

- ✦ Delegate in NEIMUN 2016.
- ✦ Delegate in Shillong MUN, 2016.
- ✦ Member of Art Collective, National Law University and Judicial Academy, Assam 2017-2018.
- ✦ Member of CARIP {Centre for the Advance Research on Intellectual Property Rights}, National Law University and Judicial Academy, Assam, 2019-2020.

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## **RESEARCH AND MOOT**

Intra moot competition, NLUJA, Assam, 2018. (researcher and speaker)

Published Blog on Counterfeit products on the Indian E-Commerce platform: Standard of care vs. Immunity for Intermediaries, 2019 in Lex Life.

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## **ORGANISATIONAL SKILL**

Served as a volunteer for Help Age India by participating in Awareness campaigns and surveys.

Assisted as a volunteer by participating in awareness campaigns, surveys and legal writing in SHP. (Sexual Harassment Protection Programme, 2018).

Aided in sensitization about the purpose of IDIA and CLAT and assisted in tutoring chosen IDIA scholars as a volunteer for Increasing Diversity by Increasing Access to Legal Education IDIA, North-East Chapter (2015-2016)

Assisted the Secretariat in organizing MUN as a volunteer for North-East India International Model United Nations (NEIMUN. (2015)

Assisted as a volunteer by collecting surveys and providing awareness in the local areas of the city during Indian Mediation Week 2017.

Participated as a Rapporteur in CCR, and UNICEF in National Conference on Addressing Violence against Children in North East States and Sikkim, 2017.

Participated as a Rapporteur in the International Conference on Intellectual Property Rights, 2018.

Served as a protection Officer at the International Conference on Climate Change: Exploring Multidisciplinary Contours, 2019 (ICCCEMC 2019)

Served as a Rapporteur in the National Seminar on “Effective Protection of Traditional Knowledge and Cultural Expressions: National and Community Experiences” CARIP 2019.

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## **SEMINARS AND OTHER WORKSHOPS**

Portfolio Workshop at Pearl Academy, Jaipur Rajasthan.

T-Shirt Design Competition at Pearl Academy, Jaipur, Rajasthan.

Child Right Seminar 2016, United Nations Children's Fund, UNICEF at National Law University, Assam.

International conference on Intellectual property law at National Law University and Judicial Academy, Assam.

CDR Workshop on basic skills of Negotiation and Mediation at National Law University and Judicial Academy, Assam.

Participant in National Mediation Week, 2017 organized by WBNUJS, Kolkata, West Bengal.

Completed course on CCC in 2022 for computer skills by the Government of India.

Completed course on Intellectual Property laws by Swayam, National Law University, Delhi.

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### **MISCELLANEOUS**

Logo designer of ADR SOCIETY, National Law University and Judicial Academy, Assam.

Founding Member of Art Collective, National Law University and Judicial Academy, Assam.

District Level Hockey Team U-19, Team Member Atam Vallab School, Fazilka, Punjab.

Winner, Intra School Badminton Competition, Neerja Modi School, Jaipur, Rajasthan.

First position in 100m race event, Neerja Modi School, Jaipur, Rajasthan.

Third position in intra-college badminton competition, Neerja Modi School, Jaipur, Rajasthan.

Runner-Up at Intra School Discus Throw Event, Neerja Modi School, Jaipur, Rajasthan.

Runner-up at intra-school 400 m race events, Neerja Modi School, Jaipur, Rajasthan.

Runner-Up at Intra Drawing Competition, Army School, Fazilka, Punjab.