

Prashansa Diwan

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Experience

Legal Intern , Senior Adv. Ritu Kumar Jharkhand High Court <ul style="list-style-type: none">Handled LPA, Writs, Contempt, and Criminal Appeals cases with expertise.Conducted in-depth research on various aspects of criminal law and provided comprehensive case briefings.	2024/04 – 2024/05 Ranchi, Jharkhand
General Corporate Legal Intern , TRILEGAL, MUMBAI <ul style="list-style-type: none">Operated extensive research on CARA and the HMA,1955Submitted 8 formatted judgments using legal research platforms like Manupatra.Administered legal databases for 30+ corporate clients, ensuring 100% data accuracy and efficiency.	2023/12 – 2024/01 Mumbai, India
Human Resource Head , Canonsphere <ul style="list-style-type: none">Strategically Designed and executed strategic job posting initiatives across multiple platforms, increasing applicant pool by 50% and reducing hiring costs by 30% through optimized candidate sourcing methods.Evaluated employee databases, gathered payroll data, screened resumes, scheduled interviews, and assisted with HR-related reports and employee queries.Promoted to the CORE MEMBER, the highest authority of the organisation, for outstanding performance and leadership.	2023/11 – present
Legal Drafting and Researching Intern , Theory of Abrogation <ul style="list-style-type: none">Drafted over 15 agreements, legal notices, and various other legal documents.	2023/10 – 2023/11 Remote
Legal Intern , chamber of Senior Adv. K.P.Dubey Sir, District Court <ul style="list-style-type: none">Comprehensive legal and general research, drafted petitions, and legal letters, and proofreading numerous documents for accuracy.Attended 50+ depositions and court proceedings, preparing detailed case summaries.Initial client interviews for 30+ cases, gathering facts and preparing thorough case summaries.	2023/02 – present
Legal intern , Hon'ble Jeevan Prakash Advocate-on-Record Supreme Court of India <ul style="list-style-type: none">Drafted legal opinions based on provided topic resources.	2023/05 – 2023/10 remote
Legal Intern Kolkata High Court , Chamber of Adv. Sanjay Singh <ul style="list-style-type: none">Composed 2-3 daily short articles on laws and judgments, creating engaging scripts and legal awareness content.	2023/05 – 2023/08
Media Digital Monitoring and Content writer Intern , Aam Admi Party (AAP) <ul style="list-style-type: none">Monitored digital media of 4 news channels (ZeeNews Hindi, ZeeNews English, News 18 Hindi, Dainik Jagran) on Instagram, Twitter, Facebook, YouTube, and on their respective website.Published approx 20 News writeups of AAP at various abovementioned platforms; covered by all news channels on paper and on digital mode. Involved in PR team.	2023/10 – 2023/10
Legal intern , Legal Vidhiya <ul style="list-style-type: none">Performed case analysis, including researching, structuring, and drafting detailed case reports.	2023/06 – 2023/07 Remote
Content Writer , Earth5r <ul style="list-style-type: none">Edited and proofread pieces of content, ensuring adherence to AP style and high standards of grammar and quality.Researched and drafted 25+ blog posts and articles on environmental topics, contributing to increased readership and engagement.Curated and posted 15+ articles, including writing, photography, and graphic design, enhancing the overall presentation and impact of the content.	2023/05 – 2023/08

Executive Board Member , Legal Vidhiya <ul style="list-style-type: none"> Developed THE PROSECUTOR magazine, overseeing all aspects of its development. Designed and crafted law-themed memes for Instagram, boosting social media engagement. case studies, articles, scripts; topic videos. Operated webinar entries to enhance educational outreach. 	2023/06 – 2023/08 Remote
Content Writer Intern , MARPU Foundation <ul style="list-style-type: none"> Researched, Wrote and edited high-quality content and visually impactful programs under tight deadline, delivering captivating and authentic material. Utilized exceptional writing, editing, and proofreading skills to produce engaging, error-free, and 100% original content. Developed original keyword-rich content in line with branding and SEO best practices, consistently meeting time-sensitive deadlines. 	2023/05 – 2023/05
Researcher , The KARMA FOUNDATION <ul style="list-style-type: none"> Conducted comprehensive research on Indian NGOs. Provided actionable insights on diverse NGO strategies, recommending influential practices to enhance the impact of KARMA NGO. Facilitated collaborations by providing precise contact details for various NGOs, strengthening networking efforts. Organized and analyzed data into structured Excel formats, converted findings into visual figures, and supported video editing projects. 	2022/12 – 2023/01

Education

BBA LL.B(H) , Netaji Subhas Institute of Law	2022 – 2027 Jamshedpur, India
Bio-Science , St. Xavier's English High School <ul style="list-style-type: none"> Completed High schooling in Bio-Science. The subjects were physics, chemistry, zoology, botany and physical education. GRADE-A+ 	2019 – 2021 Jamshedpur, India

Skills

MS Office | Drafting | Proofreading | Robust and fluent Communication | Cogent Writing | Research | Multitasking | Debating and mootng | freelancing | Human Resource

Positions of Responsibility

Course Anchor , AIBE Crash Course by DreamLaw	2024/10 – present
Head of Human Resource Department , Canonsphere	2024/01 – present
National Council Member, Mentor of UP , National Legal Rights Consortium under WICCI	2024/07 – present
Host , Numerous workshops of canonsphere	2023/12 – present
Organizing Committee Head , 2nd S K Basu Virtual National Moot Court Competition	2024/06
Court Master , 2nd S K Basu Virtual National Moot Court Competition	2024/06
Volunteer and Organizing Committee Member , Vimarsh Canon Youth Parliament	2024/04
Host , 'Pseudo-Feminism Overshadowing Feminism,' Canonsphere	2023/12

Awards

Secured 1st position at NSIL INTRA MOOT COURT competition 2024 , NSIL	2024/05
Secured 1st position at Client Counseling Competition , NSIL	2023/12
Departmental Topper , Netaji Subhas Institute of Law	2023/12
Winner at NSIL INTER DEPARTMENT ESSAY competition , NSIL	2023

Secured 3rd position in intra-university essay competition., NSIL	2023
Winner at NSURL STATE LEVEL moot court competition., NUSRL,Ranchi.	2022
1st runner-up in university EXTEMPORE SPEAKUP contest, NSIL	2022
Semi-finalist in university moot court competition, NSIL	2022

Courses

Intellectual Property, IIT Roorkee, Swayam	present
Introduction to Intellectual Property Rights, Upgrad	2024/07
Mastercard Cybersecurity Analyst, Mastercard, Forage <ul style="list-style-type: none"> • Completed a job simulation where I served as an analyst on Mastercard's Security Awareness Team • Helped identify and report security threats such as phishing • Analyzed and identified which areas of the business needed more robust security training and implemented training courses and procedures for those teams 	2024/05
Proofreading, UDEMY	2023/02
Digital Marketing, Google warehouse	2023/03
Ultimate Adobe Photoshop, UDEMY	2022/12
Image management, Celebrity School, Celebrity School, Dr. Kuljeit Uppaal	2022/12
Diploma in nutrition, California, US	2020/12