

+91-8130421721

biswas1947@gmail.com

House No 75, Block D, Vrindawan Garden,
Chhipiyana, Greater Noida West- 201 009

OBJECTIVE

To have a challenging, growth oriented and successful career in Intellectual Property Right where I can add innovation and value to the organization utilization my knowledge and practical skills and to grow on personal and professional front by being a part of an intellectual stimulating environment and strive for excellence.

EXPERIENCE

1. Working as a Paralegal in Trademark team since March 15, 2024 to till date in Law Firm (**Saikrishna and Associates**)
2. Worked as a Paralegal since October 3, 2016 to till March 14, 2024 in Law Firm (**ANAND AND ANAND**)
2. Worked as a Paralegal since November 27, 2014 to October 1, 2016 in Legal Law Firm (formally known as **Lall Lahiri & Salhotra** now as **Rahul Chaudhry & Partners**)
3. Worked as a Paralegal since March 5, 2013 to December 26, 2014 in Legal Law Firm (**Lakshmikumaran and Sridharan Attorney**)
4. Worked as a Technical Support for MTS Data Card since December 16, 2011 to February 3, 2013 in **Wipro**.
5. Worked as a Customer Support (Samsung process) since September 27, 2010 to December 8, 2011 in **Ienergizer**.

EDUCATIONAL CREDENTIALS

- ✚ Degree (**LLB**) in **Law** 2019 from **CCSU**.
- ✚ Degree (**BCA**) in **Computer Science** 2008 from **IGNOU** Patna.
- ✚ **Intermediated in Science (Math's)** from **BIEC, Patna** in 2005.
- ✚ **Secondary Examination** from **BSEB, Patna** in 2003.

PROFESSIONAL ABRIDGEMENT

- ✚ **Packages** : Ms-Office, MS EXCEL, Internet etc.
- ✚ **Operating Systems** : DOS, Windows

ROLE

1) At Saikrishna & Associates

- **Drafting Review Petition, Reply to the Provisional Refusal, Reply to the examination report, detailed user affidavit, etc.**
- **Reply to each objection received from Trademarks Office in relation to Trademarks & Copyright.**
- **Client query reply, Giving opinions regarding new filing and Opposition filings, etc.**
- **Searching and preparing report for new filings.**

2) At ANAND AND ANAND

- Brief Knowledge of E-Filing installation and filing of all Trade Marks forms, amendments, assignments, renewals, Oppositions, examinations, etc through E-Filing Software.
- Tracking and filing of Oppositions, Examinations.
- Tracking of billings
- Audit various reports and deadlines.
- Drafting Reply to the examination report, Provisional Refusal, User Affidavit, Dispatch Affidavit, Review Petition, preparing Evidence affidavit annexure etc.
- Full client communications.
- Conducting Search and research of client use of the mark from websites, International search of registrations certificates, etc.

3) At Lal Lahiri & Salhotra (Opposition/Rectifications/Copyright)

- Assisting & assigning work to lawyers
- Sending work of lawyers to head of team
- Brief Knowledge of filing of all Trade Marks forms, amendments, assignments, Oppositions, etc through E-Filing Software.
- Advance sheet maintainable & confirming deadlines.

4) At Lakshmikumaran and Sridharan

- Preparing forms for filing new applications, amendments, etc
- Client communications
- Making Invoice's
- Hearing docket preparations

5) At Wipro (MTS Data Card) & Ienergizer (Samsung Process)

- Taking calls from customers & solve their problems

EXTRA PROFILE

1. **Hobbies:-**Swimming, Reading (sometime), Playing cricket & Listening Music
2. **Strength:-** Quick learner, Quick Response, Presence of mind, Desire to know about new things
3. **Languages:-**English, Hindi & Bengali

PERSONAL PROFILE

Father's Name	:	Lt. Samrendra Nath Biswas
Mother's Name	:	Jayanti Biswas
Date of Birth	:	25 th Oct.1988
Marital Status	:	Married
Nationality	:	Indian

Date: -----

Place: G. Noida

(Piyush Biswas)