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# OJASWANI DIXIT

## PROFILE

Highly motivated and detail-oriented legal intern with a strong academic background currently pursuing practical experience in the legal profession. Demonstrated ability to conduct thorough legal research, analyse complex legal issues, and draft legal documents under the supervision of experienced attorneys. Proficient in utilizing legal databases and software. Excellent communication and interpersonal skills, with a proven track record of effectively collaborating with legal teams and clients. Committed to upholding the highest ethical standards while contributing to the success of legal projects and initiatives.

## EDUCATION

### SYMBIOSIS LAW SCHOOL (2020-25)

BA LLB, 5<sup>th</sup> Year

### NEW DELHI PUBLIC SCHOOL (2018-2020)

CBSE, 12<sup>th</sup> 85% (PCM)

### St. ANTHONY'S Jr. COLLEGE (2006-20218)

ICSE, 10<sup>th</sup> 93.2%

## SKILLS

- Legal Research
- Drafting
- Familiarity of Legal Databases
- Critical Thinking
- Team Collaboration and Communication
- Time Management

## WORK EXPERIENCE

### TSA LEGAL (Legal Intern) | Gurgaon

September 2024- September 2024

- Drafted commercial Agreements
- Drafted consumer complaint
- Drafted legal notices under various statutes
- Engaged with clients in meetings
- Headed a Data and Cyber Security seminar, representing the firm

### KAY & PARTNERS (Legal Intern) | Noida

August 2024- August 2024

- Banking and Finance intern
- Drafted notices under SARFAESI Act, 2002
- Attended court proceedings
- Assisted in preparing case files

### Dhir & Dhir Associates (Legal Intern) | New Delhi

June 2024-July 2024

- Analysed legal issues concerning defence procurement, compliance, and international treaties.
- Assisted in drafting and reviewing contracts, agreements, and memoranda related to aerospace and defence projects.
- Assisted in the preparation of case files and legal documents for litigation and arbitration in aerospace and defence disputes.

### Shardul Amarchand Mangaldas (Legal Intern) | New Delhi

Dec 2023-Feb 2024

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## AREAS OF INTERESTS

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- Dispute Resolution
- Commercial Disputes
- IPR
- Banking and Finance
- General Corporate

## ROLES AND POSITIONS

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- **Literary & Debate Society-** (Member, 2021-23)
- **ADR Society-** (Member, 2022-23)
- **Center for Real Estate and Taxation-** (Member, 2021-23)
- **Drama Club** (Member, 2021-present)
- **Bloggers' Club-** (Member, 2021-23)
- **Student Council-** (Member 2022-23)

## RESEARCH & PUBLICATION

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- Laws for Violence Against Women in India: Apt and Adequate?  
International Journal of Socio-Legal Research, Vol. 7 Issue 4, 10/2021
- Should Celebrities be Allowed to Participate in Politics, Indian Journal of Law and Legal Research,

- Researched on case laws, precedents, and arbitration rules.
- Reviewed contracts, arbitration agreements, and case files for relevant information.
- Assisted in preparing legal memos, briefs, and summaries for arbitration cases.

### **DLF Ltd. (Corporate Legal Intern) | New Delhi**

June 2023- July 2023

- Reviewed and analysed contracts and legal notices.
- Researched case precedents related to corporate law, real estate law, contracts, and compliance matters.
- Assisted in drafting agreements for M&As and other documents for due diligence.

### **Athena Legal (Corporate Legal Intern) | New Delhi**

Jun 2023- Jul 2023

- Intern team head assisting in the M&A due diligence.
- Researched on changes in the legislation related to Artificial Intelligence.
- Assisting with regulatory filings and submissions to authorities of SEBI and RERA.

### **DSK Legal (Legal Intern) | New Delhi**

Feb 2023-Feb 2023

- Researched on Intellectual property laws for cases
- Revied licensing agreements and NDAs.

### **Sr. Adv. Vivek Sood, Delhi High Court (Legal Intern) | New Delhi**

January 2023-January 2023

- Attended court proceedings
- Assisted in preparing case files
- Conducted legal research for cases
- Attended client meetings

### **Maheshwari & Co. (Legal Intern) | New Delhi**

December 2022- December 2022

- Conducted research on corporate issues and relevant laws for cases.
- Conducted compliance checks under the Companies Act and other relevant laws.
- Assisted the team in negotiating corporate deals, reviewing terms of agreements, and providing legal insights.

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Volume 2 Issue 2,  
12/2021

- Relevance of a Politically Aware Society, online website Brilllopedia, 10/2021

### **EXTRACIRRICULARS**

- Awarded 'Best Memorial' in 5th Zeal Moot Court Competition, 2020.
- Qualified for the National Moot Court Competition associated with Symbiosis Law School, Hyderabad.
- Qualified for the Intra-mediation Competition

### **ADDITIONAL INFORMATION**

Member of the student council as well multiple other clubs of the school that were based on improving socializing skills and personality development. Diligent and dedicated individual with a strong background in student leadership and extracurricular activities focused on socializing skills and personality development. Experienced in organizing and managing school events, demonstrating effective communication and leadership abilities. Active participant in debate and extempore competitions, honing vocational skills and fostering a proactive approach to challenges. Committed to excellence in all endeavours and adept at working collaboratively in team environments.

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