

MANVI SINGH

Legal Professional

Updated - Jan 2021

EDUCATION

MASTER OF LAW

2019 - 2020

Business Law - CGPA 7.62
Amity University, Noida,
India

L.L.B.

2015 - 2018

Panjab University,
Chandigarh, India
61.2%

B.A. (HONS)

2012 - 2015

Political Science
65.1%
Delhi University, Delhi,
India

CORE SKILLS

- Legal Drafting
- Vetting Contracts
- Legal Domain Research
- IPR, Trademark Handling
- Corporate Communication
- Marketing Content Creation
- Event Organising
- Investigative Research

CONTACT

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🏠 Delhi, India

ABOUT

An active legal professional focussed on business law, with 2 years of experience with firms in Delhi NCR.

Currently exploring opportunities in a similar domain and would like to devote my skills with an organisation to embark a mutual growth trajectory.

EXPERIENCE

LEGAL DESIRE MEDIA & PUBLICATIONS

Legal Executive | July 2018 - March 2020 | Noida, India

- Assisting the core team for drafting of educational modules, planning and execution of operations
- Assisting the content team in drafting the course content for Digital School of Law
- Assisting in drafting of memoranda, proposals, research reports, etc.
- Managing the marketing activities across offline and online channels and CRM operations

UNITED LEX

Associate | Sept 2018 - Dec 2018 | Gurugram, India

- Assisting in legal document review of consumer goods and pharmaceutical firms
- Assisting in the litigation domain research of US lawsuits
- Managing documentary repository and database of the legal documents
- Preparing case presentation of cases for internal review

LATEST LAW

Intern | Apr 2018 - May 2018 | Delhi, India

- Preparing FAQ content for various acts like India Evidence Act 1972
- Conducting interview of legal stalwarts and preparing success stories

DMD ADVOCATES

Intern | July 2017 - Aug 2017 | Delhi, India

- Researching upon sections of India Evidence Act 1972
- Corporate research work on CCI, Banking Ombudsman, etc.