

RIDHI KHANNA

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EDUCATION

YEAR	COURSE	COLLEGE/SCHOOL	PERCENTAGE
2015- 2018	L.L.B	Campus Law Centre, University of Delhi	62.1% (Top 10% of the class)
December, 2013	Company Secretary – Executive (Module 1)	Institute of Company Secretaries of India	62.50% (First Attempt)
June, 2013	Company Secretary - Executive (Module 2)	Institute of Company Secretaries of India	63.85% (First Attempt)
2011- 2014	Bachelor of Commerce (Hons.)	Kamala Nehru College, University of Delhi	73.75%
2011	Company Secretary – Foundation	Institute of Company Secretaries of India	64.45% (First Attempt)
2010-2011	Class XII (AISSCE/CBSE)	Birla Vidya Niketan, New Delhi	93.00%
2208-2009	Class X (AISSCE/CBSE)	Birla Vidya Niketan, New Delhi	84.00%

WORK EXPERIENCE AND INTERNSHIPS

TEACHING EXPERIENCE

LawMaker (July, 2018 – Current)

- Subjects Taught: Constitution, Contracts, IPC, Polity, Torts
- Taught students preparing for DU LLB and CLAT entrances.
- Average batch size was 20-40 students.
- Prepared study material for the aspirants on all the subjects, conducted mock tests, test discussions.
- Did a detailed comparative analysis on DU LLB's five year question papers and also gave a presentation on the same to aid the students exam preparation strategy.

Inlingua (May, 2019 – Current)

- Inlingua trains the teachers with international methodologies and aids that facilitate the teaching process.
- Attended 6 Teacher Training Workshops with Inlingua's senior most and experienced teachers.
- Have been marked Excellent in Observations and received very positive feedback from the students.
- Taught English to Beginners, Intermediate and Professional level students.

- Conducted GDs and designed workshops for speaking skills, interview skills, time-management, business presentations.

LEGAL INTERNSHIPS

Advocate/Firm	Work Undertaken	Period
Singh & Associates	Research various case laws for Insolvency Code, 2016 and Arbitration Act.	1.09.2017 – 30.09.2017
Manupatra	Worked on developing courses for Law Skills, Reviewed Courses on Sexual Harassment Insolvency, Pleadings	10.07.2017 – 10.08.2017
Chambers of Advocate Hemant Kumar	Drafted Trademark Applications, Bail, Applications for Discharge. Researched on Startups. Prepared files and researched on case laws.	1.06.2017- 8.08.2017
Clasis Law	Prepared Compliances for Penal Contraventions for foreign company. Prepared briefs on IP cases. Prepared a presentation on RTI Draft Rules, 2017.	1.04.2017 – 30.04.2017
LexHindustan	Drafted CLAT papers, partnership deed, an as assignment on PIL and wrote essays on legal topics.	1.04.2017 – 20.04.2017
Senior Advocate Jayant Bhushan	Attended proceedings regularly at the Supreme Court. Prepared case briefs and assisted on research work. Attended Conferences and Client Briefings.	11.01.2017 – 11.02.2017
Dutt, Menon and Dunmorrsett	Worked on case briefs and research on Companies Act, CPC, prepared evidence by way of affidavit. Case Brief on Von Pezold Claimant Case.	04.08.2016 – 31.08.2016
Chiramel & Co. Solicitors & Advocates	Attended and assisted on various Arbitration Matters. Regular court visits, worked on cross examinations etc.	04.07.2018 – 03.08.2016
Naushad Ahmed Khan, Additional Standing Counsel (Civil), GNCTD in High Court of Delhi	Prepared Case Briefs, cause lists and letters on cases. Attended regular proceedings at High Court.	19.12.2015 – 19.01.2016

MOOT COURT COMPETITIONS

LJ School of Law Moot Court Competition, Ahemdabad, 2017

Participated as a Researcher in the Moot Court Competition representing the College. Won both the qualifying rounds and reached the top 10 teams out of 58 participating teams.

NLIU – INADR, International Law School Mediation Tournament, 2016 (25th – 27th November, 2016)

The program was an association of NLIU, Bhopal with the International Academy of Dispute Resolution (INADR); Participated as a Mediator, a Client and a Counsel in three rounds respectively.

Campus Law Centre Intra – Moot Competition, 2016

Represented the team as a speaker. Topped the first round out of 4 teams and reached the top 8 out of 24 teams. Scored the highest marks in the Memorial.

MARKETING (Internships & Work Experience)

MakemyTrip.com – Business Manager

September, 2014 – March, 2015

The role involved maintaining relations as well as contracting new hotels for MakemyTrip.com in Amsterdam, Paris, New York, Barcelona and Rome. Was the POC for the supply team of easytobook.com in Amsterdam. Lead a team of two and worked towards training them.

Aouraa Productions

August, 2014

Helped in the management and selling of the exclusive artists of the company and learnt the basics of event management.

International Academy of Certification and Training (Iact Global) – Management Trainee

June, 2013

Did marketing for various professional courses like Six Sigma, PMP etc., designed tests and quizzes for the new trainees. Understood the overall working of an advertising agency and learnt all the basics of advertising.

FINANCE

S. Ravi Rajan Company

June, 2012

Gained the basic knowledge about tax and audit and practical parts of accounting. Did stock audit for clients like The Army Canteen and reviews the expenses and incomes of the company.

ACHIEVEMENTS

Positions of Responsibility

House Captain (Birla Vidya Niketan); Vice President (Student's Union 2012 – 2013, Kamala Nehru College); College Head (Leaders for Tomorrow); Member of the Proctorial Team (Commerce Department, Kamala Nehru College); Band Manager (Zephyr, Kamala Nehru College); Business Manager (MakemyTrip.com)

Social Work

Worked as a teacher for VIDYA, an NGO under Teach India Movement and taught Maths and English to students of classes 4th to 10th for approximately 2 years. Active member for NSS.

Date:
Place:

Signature: