

SHRUTI JINDAL

PERSONAL DETAILS

Date of Birth: 13th June, 1991
Languages Known: English and Hindi
Address: Be-87, Shalimar Bagh (West), New Delhi-88
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Contact Number: +919811601415 (Mobile)

EDUCATION

DEGREE	YEAR	INSTITUTION	PERCENT
LL.M.	2017-2019	Kurukshetra University	54.58%
LL.B.	2014-2017	Campus Law Centre, Faculty of Law, Delhi University	60.68%
CS EXECUTIVE	2012-2014	The Institute of Company Secretaries of India (ICSI)	59.5%
B.COM(P)	2009-2012	Sri Guru Gobind Singh College of Commerce, University of Delhi	69.33%

INTERNSHIPS

PepsiCo India Holdings Pvt. Ltd., Gurgaon

DURATION: 7TH SEPTEMBER 2020 – 30TH October 2020 (8 WEEKS)

- Researched on various topics like Labour Laws, Environment Impact Assessment Notification, 2020, World Bank's Ease of Doing Report, GST Laws, IPR, SEZ Act, Local Body Tax etc.

R.S. GARIA, ADVOCATE ON RECORD, SUPREME COURT OF INDIA

DURATION: 1ST JULY 2016- 20TH JULY 2016 (3 WEEKS)

- Attended case hearings before the Hon'ble Delhi High Court.

DELHI INTERNATIONAL ARBITRATION CENTRE (DAC)

DURATION: 1ST JANUARY 2016- 15TH JANUARY 2016 (2 WEEKS)

- Attended arbitration hearings and gained knowledge of arbitration law.
- Assisted in compilation of files and drafting terms of reference.

UNIVERSAL LEGAL, NEW DELHI

DURATION: 1ST JULY 2015- 31ST JULY 2015 (4 WEEKS)

- Researched on various provisions, rules, regulations and notifications of Companies Act, 2013.
- Drafted board resolutions, minutes of board meeting, notice of board meetings, attendance sheet of board meetings, prepared and filed DIR-2, DIR-8, MBP-1, INC-9 and INC-10 related to incorporation of the company.
- Assisted in preparation of Property Due Diligence Report and filed e-forms viz DIR-11, DIR-12, MGT-14.
- Other research work undertaken includes Service tax, Liberalized Remittance Scheme, The Delhi Shop and Establishment Act, 1954, Delhi Rent Control, Act 1995.

PIYUSH KUMAR & ASSOCIATES, NEW DELHI

DURATION: 1ST JUNE 2015- 30TH JUNE 2015 (4 WEEKS)

- Attended case hearing on various matters before Patiala House Court, Customs Excise & Service Tax Appellate Tribunal (CESTAT) and Customs and Central Excise Authorities.

PUBLICATIONS

- PUBLICATION: Book Review on 'India's Parliamentary Democracy On Trial' in Vol. 1 Issue 4 of **Journal Of Legal Research and Analysis** (ISSN2454-5120)

I hereby affirm that the above information is true to the best of my knowledge.

Date: 01/11/2020

Signature: Shruti Jindal