

**SAIMA KHAN**  
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**ACADEMIC QUALIFICATION**

BA – LLB (Hons.), Rajiv Gandhi National University of Law, Patiala  
Specialization in Business laws  
SGPA of 5<sup>th</sup> Year: 8.25

**12TH STANDARD**

Year of Passing: 2013  
Institute: St. Michael's Convent School.  
Board: CBSE  
Percentage: 61%

**10TH STANDARD**

Year of Passing: 2011  
Institute: St. Michael's Convent School.  
Board: CBSE  
Score: 8.2/10.

**AREAS OF INTEREST**

Arbitration Law and Intellectual Property laws

**INTERNSHIPS**

➤ **Mr. Swarnendu Chatterjee, Advocate, Supreme Court of India, New Delhi**

**Period of Internship: 01<sup>st</sup> July 2017 to 31<sup>st</sup> July 2017**

- Attended the Chamber & the Supreme Court regularly and punctually; provided good assistance in preparing a Digest of Cases.
- Drafting of various case notes, affidavits and notices.
- Worked on drafting of Civil Matters and assisted the various associates in legal research.

➤ **Singh & Associates (Advocates & Solicitors), New Delhi**

**Period of Internship: 01<sup>st</sup> June 2017 to 23<sup>rd</sup> June 2017**

- Handled logistics of various cases related to The Benami Transactions (Prohibition) Act, 1988, SARFAESI Act, 2002, Arbitration and Conciliation Act, 1996.

- Assisted the Associate/ Partner in drafting an opinion on “Compulsory Licensing & Parallel Importing”.
- **Singhania & Co. LLP (Solicitors & Advocates), Bangalore**  
**Period of Internship: 27<sup>th</sup> December 2016 to 27<sup>th</sup> January 2017**
  - Researched on multiple issues pertaining to Intellectual Property Rights, Labour Laws, and Security and Exchange Board of India Act, 1992.
  - Has assisted the Attorneys in drafting of Legal Notice, Trademark Objection Reply and Discontinuation letter.
- **Shri Ajay Kumar Singh, Advocate, Supreme Court of India, New Delhi**  
**Period of Internship: 15<sup>th</sup> July 2016 to 29<sup>th</sup> July, 2016**
  - Attended the Chamber & the Supreme Court regularly and punctually; provided good assistance in preparing a Digest of Cases; availed the advantage of watching proceedings before different benches of the Supreme Court.
- **Wadia Ghandy & Co. , Mumbai**  
**Period of Internship: 01<sup>st</sup> June 2016 to 21<sup>st</sup> June 2016**
  - Worked on due diligence cases, made summary report on due diligence cases, researched on matters related to power of attorney cases.
- **Orbit Law Services, New Delhi**  
**Period of Internship: 23<sup>rd</sup> December 2016 to 29 January 2016**
  - Research on various provisions of Code of Civil Procedure, 1908; Foreign Exchange Regulation Act. 1973; Code of Criminal Procedure, 1973; Indian Penal Code, 1860; and Income Tax Act, 1961.
  - Examined the provisions of The Insolvency and Bankruptcy Bill, 2015.
  - Assisted in drafting of Loan Documents and proof reading.
- **Shri Vikas Mani Srivastava, Advocate, High Court of Judicature At Allahabad**  
**Period of Internship: 08<sup>th</sup> June 2015 to 08<sup>th</sup> July 2015**
  - Well acquaintance with procedural as well as substantive law, Written Argument for matters relating to land and property, etc.
  - Researched in writ petition, civil appeal and revision; drafted many legal documents like written statement and civil petition , Legal Notice, Will, etc.
- **Additional Advocate General Zafaryab Jilani, High Court of Judicature At Allahabad (Lucknow Bench)**  
**Period of Internship: 07<sup>th</sup> January 2015 to 28 January 2015**
  - Exposed to Civil Law & Contract Law Advocacy, did case study on various cases related to Land Acquisition in Uttar Pradesh.
  - Researched, assisted & prepared notes on various cases related where State of Uttar Pradesh was party to the case.

- **Shri Dinesh Tiwari, Advocate, District Court , Gonda**  
**Period of Internship: 01<sup>st</sup> June 2014 to 30<sup>th</sup> July 2014**
  - Exposed to Criminal Law Advocacy, did case study on various dismissed cases on Murder, Robbery, Rape, Bribery, Dowry Death etc.
  - Researched on various sections of the Indian Penal Code, 1860 and the Code of Criminal Procedure, 1973 and in the light of improvement of both the said Acts.
  
- **Bhagwati Jairam Memorial Education and Poverty Welfare Organization, Gonda**  
**Period of Internship: 25<sup>th</sup> December 2014 to 25<sup>th</sup> January 2014)**
  - Conduct various programmes at various social, environment and economic issues in various schools & colleges.
  - Worked on social development issues including socio-economic research, training and capacity building, economic development and political empowerment of urban poor, youth, women and children and other marginalized communities.

#### ORGANISATION AND VOLUNTEER ACTIVITIES

- Member of Advocates Pedia Foundation ,2016-2017.
- Volunteered in The Stetson International Environmental Law Moot Court Competition , 2015-16.
- Participated in 3rd Amity National Moot Court Competition,2015.
- Volunteered in the 4th RGNUL National Moot Court Competition, 2015.
- Participated in The Philosophy of Libertarianism, organised at RGNUL 2015.
- Participated in the Green Revolution Global Certificate Program, supported by United Nations Framework Convention on Climate Change.
- Participated in the One Day Workshop on Information And Communication Technologies, 2014.
- Participated as a Witness in Surana & Surana National Trial Advocacy Moot Court Competition, 2014.
- Volunteered in the International Conference on INDO-US Relations and South Asia which was organised by the RGNUL, 2014.

#### KEY SKILLS

- **Research Skills:** Well conversant with the working of Westlaw, Manupatra, SCC Online and other online legal research tools.
- **Computer Literacy:** MS Office Word/Excel/PowerPoint.
- **Languages Known:** English, Hindi, Urdu and read only Arabic.

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Everything in the Resume is true and best to the Knowledge and any document can be produced for verification

For Reference, Please Contact:  
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