

ARTI YADAV

Contact Information

Address:
Jogeshwari West,
Mumbai- 400102.

Contact No:
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Email:
aarti.yadav1402@gmail.com

Personal Data
Dob : 14.02.1991
Gender : Female

Languages Known:
English, Hindi, and
Marathi

RESUME

Career Objective:

To take up challenging careers and grow consistently along with the organization

To gain practical legal experience & develop my communication, writing & research skills etc.

Experience – July 2014 - Ongoing

Associate Advocate at Law Chamber of Siddharth Murarka
(Advocates on Record, Supreme Court of India and High Courts)

Job profile as Associate Advocate

Drafting in Litigation matters

- Company Petition (Winding up), 138 Negotiable Instrument Act (Cheque Bounced), Banking Laws (DRT and DRAT), Maharashtra Ownership Flats Act (MOFA), Criminal Complaints, Maharashtra Protection Investor Depositors (MPID), Commercial Suits, Summary Suits, Writ Petitions, Arbitration and Conciliation Act, Family Matters, Consumer Complaints, Appeals, various Notices etc. at various jurisdiction across High Court of Bombay and its subjective law courts and tribunals.

Drafting in Non-Litigation Matters

Drafting all types of deeds and documents such as:

- Leave and License Agreement
- Commercial Agreements
- Sale deed
- Gift Deed
- Memorandum of Understanding (MOU)
- Partnership Agreement
- Will
- Power of Attorney
- Board Resolution
- Compliances of Company Matters

Court Appearance :

- The Hon'ble High Court of Bombay,
- City Civil and Session Court at Bombay and Dindoshi,
- Chief Metropolitan Magistrate Court at various courts across Mumbai and Maharashtra.
- National Company Law Tribunal (NCLT)
- Debt Recovery Tribunal (DRT and DRAT)
- Arbitration Tribunal

Qualification

Academic Qualification:

- **Bachelor of Commerce - 2011**
Sathaye College, Mumbai; Mumbai University; Second Class
- **Higher Secondary Certificate - 2008**
Durgadevi Saraf College, Mumbai; Maharashtra State Board; First class
- **Senior Secondary Certificate – 2006**
M.V.M High School, Mumbai; Maharashtra State Board; First class

Professional Qualification

- **Bachelor of Law (L.L.B) - 2014**
Rizvi Law College, Mumbai University; Second Class,

Computer Skills

- Diploma in Computerized Accounting: Certified “A” GRADE.
- Done MSC-IT (Maharashtra State Certificate In Information Technology) Course.
- Application Software(s) : MS Office (MS Word, Power Point, Notepad, Excel, etc.)

Hobbies & Interests

- Playing Chess,
- Travelling
- Reading Books of self-help that’s helps in my profession etc.

Skills

- Strong Inter - Personal Communication Skills
- Ability to work in teams.
- Ability to learn quickly.

DECLARATION

I hereby declare that the above mentioned information is true to the best of my knowledge and b
It would be my never ending dedication to maintain the spectrum of integrity, honesty and chara

Date :
Place: Mumbai

Arti Yadav