

RESUME

ARITRI BHATTACHARYA

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CAREER OBJECTIVE

To work in a healthy competitive growth oriented environment where performance is rewarded. I contribute towards the goals of the organisation and further develop my professional skills and to secure a position whereby hard work, dedication and the ability to acquire new skills will advantage the organisation I work for. To be an efficient and dynamic member of the organisation.

ORGANIZATIONAL DETAILS

August'12- Present:

POONAWALLA FINCORP LIMITED

Working in capacity of **Assistant Manager (Grade II)- Legal department**, Central Legal Team at Kolkata.

Principal responsibilities handled in the profile are listed below:-

- ❖ Handling independently the entire Arbitration including high stake matters of more than 1000 matters every month referred to various Arbitrators.
- ❖ Maintaining data of all the matters referred.
- ❖ First Person Responsible regarding all the issues related to the Arbitrators as well as the Advocates so engaged and issues whatsoever to conduct the arbitration proceeding properly.
- ❖ Providing logical end to the contested matters by resolving the issues of the customer.
- ❖ Dealing with Calcutta High Court matters pertaining section 9 proceedings, execution proceedings and section 34 proceedings.
- ❖ Drafting Terms of Settlement/Memorandum of Understanding for pan India matters.

PROFESSIONAL AND EDUCATIONAL QUALIFICATIONS

- ❖ LL.M (Mercantile Law) from Annamalai University, in the year 2017 with 59% marks.
- ❖ LL.B from ILS LAW COLLEGE, PUNE affiliated to Pune University, in the year 2012 with 60.5% marks.
- ❖ Pursued Diploma in INTERNATIONAL BUSINESS LAWS AND CORPORATE LAWS IN INDIA from Symbiosis Law College, Pune AND also Pursued Diploma in MERGERS AND ACQUISITIONS from Asian law School.

- ❖ Graduation in Ancient History, Culture and Archaeology (Hons.) from BANARAS HINDU UNIVERSITY in the year 2009 with 64.5%.
- ❖ Std 12 (A.I.S.S.C.E) from Kendriya Vidyalaya, Barrackpore (Army) affiliated to Central Board of Secondary Education, Kolkata in the year 2006 with 75.6%.
- ❖ Std 10 (A.I.S.S.E) completed from Kendriya Vidyalaya, Barrackpore (Army) affiliated to Central Board of Secondary Education, Kolkata in the year 2004 with 74.2%.

INTERNSHIPS

- ❖ PARAS KUHAD AND ASSOCIATES, KOLKATA in the Month of June'2010.
- ❖ VICTOR MOSSES SOLICITORS FIRM, KOLKATA in the Month of November'2010.
- ❖ SINHA & COMPANY, KOLKATA in the Month of May-June'2011.
- ❖ SINHA & COMPANY, KOLKATA in the Month of Oct-Nov'2011.

SEMINARS

- ❖ "Re Arguing Keshavananda Bharti case" organised by ILS Law College.
- ❖ "Un-enumerated Rights Under Indian Constitution" organised by ILS Law College.
- ❖ "Nuclear Liability Bill" organised by ILS Law College.
- ❖ Capsule Course on Taxation laws.

COMPUTER SKILLS

- ❖ Proficient in the use of Microsoft Office Applications especially Microsoft Word, Excel and Power Point.
- ❖ Working knowledge of Oracle ERP system of Poonawalla Fincorp Ltd.

HOBBIES

- ❖ Listening Songs
- ❖ Net Surfing on Various subjects
- ❖ Watching Movies

LANGUAGES KNOWN

Languages	Speak	Read	Write
English	Yes	Yes	Yes
Hindi	Yes	Yes	Yes
Bengali	Yes	Yes	No

PERSONAL DETAILS

Father's name: Mr. Amiya Kanti Bhattacharya

Marital Status: Married

Date of Birth: 22th August, 1989

Age: 33 years

Nationality: Indian

Residential Address: Flat 5B, Block -15, Clubtown Gardens, 12 M.M Feeder Road, Belgharia, Kolkata- 700057

STRENGTHS

- ❖ Prepared to take up new challenges.
- ❖ Effective communicator with excellent relationship management.
- ❖ Team Player with leadership qualities

EXTRA CURRICULAR ACTIVITIES

- ❖ Completed certificate course of Basics of Computers under West Bengal youth Centre.
- ❖ Completed 3 year certificate course in Nazrul Geeti and Bhaav sangeet under Prachin Kala Kendra, Chandigarh.
- ❖ Participated in Annual Cluster Fete organized by Kendriya Vidyalaya Sangathan.
- ❖ Participated in RAGHAVENDRA PADHNIS MOOT COURT COMPETITION organized by ILS LAW COLLEGE.
- ❖ Volunteered STETSON INTERNATIONAL MOOT COURT COMPETITION organized by ILS LAW COLLEGE.
- ❖ Participated in Trial Advocacy Moot Court Competition organized by ILS LAW COLLEGE.
- ❖ Won the Drama Competition organized by ILS LAW COLLEGE.

DECLARATION

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

Date: 16.11.22

Place: Kolkata

Aritri Bhattacharya