

MANAV MER

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EDUCATION AND CERTIFICATIONS

- B.B.A.LL. B Graduate, National Law University Odisha (2017-22)
- CGPA(4th Year) - **7.5/8.00**
- Class XII, Commerce, Amity International School (2016) - **82%**

INTERNSHIP EXPERIENCE

Ashwani Tanwar, District Court, Gurugram

(November - December 2017)

Interned under the able guidance of Mr. Ashwani Tanwar, Advocate, District Court, Gurugram.

- Observed court proceedings, before the District Court and the Special Courts, in matters being handled by him.
- Attended various counsel briefings towards briefing senior counsel and junior counsel for matters being handled by him.
- Attended client meetings along with him and his Associates.
- Assisted in management of case files and documents for matters being handled by him and being listed before courts during the term of my internship.
- Prepared list of dates and events for several matters being handled by him. Reviewed case files on a daily basis for the matters being listed in court.
- Reviewed and researched on various provisions of Negotiable Instruments Act, 1881 and provisions of the Indian Penal Code, 1860 relevant to the matters being handled by him.

VSA Legal, South Extension-2, New Delhi

(November - December

2018) Interned under the able guidance of Mr. Sumeer Sodhi, Partner and Mr. Arjun Nanda, Senior

Associate.

- Reviewed case files on a daily basis for the matters for the matters being listed in the court.
- Attended and observed various court proceedings in different courts such as National consumer dispute resolution court, High Court, District court Dwarka and district court Saket in matters being handled by the firm.
- Attended various council briefings and arbitrations in the matters being held being handled by the firm.
- Attended client meetings along with associates of the firm
- Researched and prepared notes on various provisions of The code of civil procedure, The Advocates Act, Arbitration and Conciliation act, The Indian Evidence Act, The code of Criminal Procedure, Consumer protection act, The prevention of corruption act 2016 and Laws of Interpretation of statutes and helped the associates in finding relevant cases for the matters being handled by the firm.
- Helped the associates in drafting legal documents such as legal evidence, legal notice, case briefs for the matters being handled by the firm.

Karanjawala and Co., Barakhamba road, New Delhi

(May-

June 2019) Interned under the able guidance of Tahira Karanjawala, Principal

associate

- Attended various council briefings and arbitrations in the matters being held being handled by the firm.
- Researched and prepared notes on various provisions of the code of civil procedure, The Advocates Act, Arbitration and Conciliation Act, The Indian Evidence Act, The code of Criminal Procedure,
- Consumer protection act, the prevention of corruption act 2016 and Laws of Interpretation of statutes and helped the associates in finding relevant cases for the matters being handled by the firm.
- Helped the associates in drafting legal documents such as legal evidence, legal notice, case briefs for the matters being handled by the firm.

HealthKart Pvt. Ltd., sec-14, Gurgaon

(December 2020-

January 2021) Interned under the guidance of Utkarsh Yadav, Senior Legal Executive

- Maintained MIS Excel database containing all the contracts of HealthKart under various heads.
- Helped the associates with research and prepared notes on various provisions of code of civil procedures, companies act and FDI policies.

Pickrr Technologies Pvt. Ltd., Udyog Vihar, Phase-5, Gurgaon

(July 2021- September-

2021) Interned under the guidance of Mrs. Bharti Agarwal, Legal Counsel and Company Secretary

- Maintained MIS records of different types of contracts.
- Was in direct contact with the sales team to get all the available contracts and also drafted new Merchant Agreements.
- Was responsible for reviewing, tracking changes, replying to comments of other parties, and executing different types of contracts.

Job Experience

Planetspark, Business Development Associate

(April 2022- June 2022)

- Worked under the management of Ms. Eshita Singh (Business Development Manager).
- Responsible for contacting and maintaining relationship with parents and pitching different public speaking and creative writing courses.
- Responsible for calling leads and converting them to clients.

Inspire Telecom, Client Success Associate (June 2022- Present)

- Worked under the management of Mr. Puneet Sahani (Floor Manager)
- First person of contact between US based customers and an American foodchain.
- Responsible for assisting the customers in placing orders and handling their queries.

CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

- Volunteered at Google Start up weekend 2018-19
- Participated in Intra University Moot Court Competition 2017-18
- Participated in British Parliamentary debate 2018-19
- Participated in Intra University Debate Competition 2017-18
- Secured 2nd position at essay writing competition organized by Lex Hunt
- Presented research paper on Labor Laws and human right violation at NUSRL
- Semi finalist at climate launchpad, 2020