

Sumati Dhingra

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EDUCATION QUALIFICATIONS

<u>UGC-NET (Qualified)</u>	[June, 2019]
UGC, New Delhi	
<u>LL.M (Pursuing)</u>	[2018-2020]
Kurukshetra University, Kurukshetra	
Haryana	
<u>LL.B</u>	[2012-2015]
O.P. Jindal Global University	
Jindal Global Law School	
<u>B.com</u>	[2009-2012]
Kurukshetra University, Kurukshetra	
Haryana	
<u>12th (CBSE)</u>	[2007-2009]
Delhi Public School	
Panipat City	

ADDITIONAL COURSES

<u>CPT</u>	[Dec., 2009]
Chartered Accountancy (CA) - Foundation Programme	
Institute of Chartered Accountants of India (ICAI)	

TRAINING DETAILS

Information Technology Training as per ICAI (100 hrs.): -	[Aug., 2010]
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WORK EXPERIENCE

<u>Sumati Legal Services Pvt. Ltd, Chandigarh</u>	[January, 2018-January, 2019]
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- Analyzed complex Contract documents and extracted the same for the benefit of the Client.
- Worked for a leading US Healthcare Company by handling their Contracts and Extraction of the documents as per the requirements, which included Vendor Distribution Agreements, Services Agreements, Commitment Agreements.
- Worked for a leading US online services portal and managed various types of documents including Purchase Agreements, Confidentiality Agreements, Supply and Distribution Agreements, Employment Agreements etc.
- Performed Quality checks on documents completed by other Extractors to provide the Client with qualitative work & zero errors.
- Worked on Quality Assurance before the project delivery for giving best results to the Client.
- Performed work on different types of software tools managed by the Information Technology team.

Adv. Vikas Sharma, City Solicitors Law Firm, Panipat, Haryana

[January, 2016-June, 2017]

- Assisting drafting of Legal Notices, Affidavits in Reply, Legal Opinions, Show Cause Notices, Writ Petitions, etc. Handling client meetings, Employment matters, RTI issues, and matters related to various civil suits.
- Attending civil courts, witnessing the arbitration proceedings and vetting of case briefs & legal opinions, along with researching extensively on websites such as SCC Online, Manupatra, etc.
- Assisting in Negotiating Contract documents and ensuring compliance of legal requirements.

INTERNSHIPS

Amarchand & Mangaldas & Suresh A. Shroff & Co.

[Jan., 2015]

- Assisted firm's partners in their research on provisions related to Independent Directors under the Companies Act, 2013 and drafted a memo on behalf of the firm for the benefit of the client.
- Researched on the case laws regarding constitutional validity of Section 200 of Criminal Procedure Code, 1973 and drafted a summary paper for the client.
- Analyzed the provisions for declaration and payment of dividends under the Companies Act, 2013 and prepared a memo for the lawyer.
- Analyzed Section 151 of the Companies Act, 2013 that deals with appointment of director elected by small shareholders & Section 161 of the Companies Act, 2013 that deals with Right of persons to stand for directorship.

SPN Legal, New Delhi

[Jan., 2014]

- Drafted release deeds and applications for the firm's clients in relation to Court fees to be paid.
- Analyzed numerous MOUs and assisted lawyers in drafting legal documents such as Shareholder's Agreements, Share Purchase Agreements & Non-disclosure agreements.
- Participated in business meetings, conferences & client satisfaction meetings with the partners.

Zeus Law Associates, New Delhi

[July, 2013]

- Analyzed the issues of taxability of Consortiums as Association of Persons as per Income Tax Act 1961.
- Calculation of partner's share in Limited liability partnership and consequences if he transfers his share in LLP.
- Statutory research on Delhi Rent Act and the proposals made by govt. recently to amend the law and analysis of both laws.
- Tax implications when transfer of a company is done by the way of sale of shares, which is governed by Section 108 of Companies Act, 1956, and the rate and amount of tax levied.

Mittal & Associates, Panipat

[Jan., 2013]

- Researched on provisions in taxation law related to exemptions to agricultural land under section 10 of the Act.
- Computation of taxable Capital Gains arising out of sale of long term capital assets of a client.
- Accompanied advocates to District Court to observe cases.
- Conducted legal research using SCC and Manupatra to find judicial rulings.

RESEARCH AND WRITINGS

- Research Assistant for Prof. Abhishek Sudhir, JGLS in a book project on "*Revisiting the Constituent Assembly Debates: Lessons for Contemporary India*"

WRITINGS

- Criminalizing Marital Rape- Analysing Exception to Section 375 of The Indian Penal Code, 1860.
- Significance of Judicial Independence in the process of appointment of Judges.
- Rights of authors & music composers with regard to amendment (2012) in section 17 & 18 of Copyright Act, 1957.

ACTIVITIES

- Participated in Inter-school academic camp organized by **DPS Society**.
- Certification of **Social service** By "**Helpage India**"(**Top Ranked NGO in India**).
- Member of Clinical Legal Aid Society, Jindal Global Law School, OP JGU.
- Member of Centre for Comparative & International Taxation, Jindal Global Law School, OP JGU.

COMPUTER PROFICIENCY

- Well-versed with Research on Manupatra, Westlaw India And International, LexisNexis and Hein Online; Operating Systems: Windows, Mac OS.
- 100 hours of computer training as per ICAI.
- Trained and worked on different tools used for Abstraction/Extraction during Contract Management.