

CURRICULUM VITAE

JUHI MISHRA

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OBJECTIVE:

To thrust my capabilities and innovativeness in shaping the organization I join. To contribute in a challenging position that could make an exquisite use of my range of knowledge, value & skills.

EDUCATIONAL QUALIFICATION:

Sl No.	Degree	University	Year Of Passing	Percentage Of Marks (%)
1	BBA.LLB	SOA	2013-2018	CGPA- 8.44
2	CENTRAL BOARD OF SECONDARY EDUCATION	CBSE	2011	CGPA- 9.0
3	CENTRAL BOARD OF SECONDARY EDUCATION	CBSE	2013	59.4%

WORK EXPERIENCE

Presently working with DWF Mindcrest from July 2018 (2.5 Years)

As an Associate Attorney-II.

- Experience with working on various tools (Ariba, Kira, GEP, SharePoint, Relativity, Nebula)
- Experience on working different project types (Contract review, Contract Abstraction, Drafting, Red lining, Negotiation, QC, Document Review, Delivery Checks)

INTERSHIPS:

<i>Serial No.</i>	<i>Institution/Organization</i>	<i>Place of Internship</i>	<i>Date and duration of the Internship</i>
01	Dr. SHYAMAKANTA JENA Ph.D LAW (ADVOCATE)	BERHAMPUR, ODISHA	12.05.2014 TO 26.05.2014 (15 DAYS)
02	COAL INDIA LIMITED, S.MAJUMDER	KOLKATA, WEST BENGAL	14.05.2015 TO 3.06.2015 (21 DAYS)
03	JAGRIT SHARMA, ADVOCATE ALLAHABAD HIGH COURT	LUCKNOW, UTTAR PRADESH	1.06.2016 TO 30.06.2016 (30 DAYS)
04	OJUS LAW OFFICES, ADVOCATE AMIT JAISWAL	LUCKNOW, UTTAR PRADESH	25 .05.2017 TO 14.06.2017(21 DAYS)

SKILLS:

- *Good Planner*
- *Thinking out legal solutions and arguments*
- *Good Communicator*
- *Good Negotiator*

COMPUTER PROFICIENCY:

- *Operating System: Dos, Windows*
- *Application Package: MS Office, PowerPoint, Excel*
- *C++*

Awards and Achievements:

- *I was captain of a house in my school during the year 2008-2011 & won the best house & captain award.*
- *Runner up of vocal music competition in school.*
- *Completed the ALL INDIAGENERAL KNOWLEDGE EXAMINATION (ADVANCED LEVEL- THREE) with DISTINCTION.*
- *Made an effort to raise funds for HELPAGE INDIA.*
- *Recognized by the DWF Mindcrest as an employee of the month in R&R.*

PERSONAL DETAILS:

Date of Birth : 17/08/1994

Nationality : Indian

Religion : Hindu

Sex : Female

Blood group : B-ve

Mother tongue : Hindi

Strengths : Dedicated, Hardworking, Patient, Responsible

Hobbies : Reading novels, shopping, cooking Language

Proficiency : English, Odia, and Hindi.

Marital Status : Bachelor