



Samiron Chakravorty

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📅 18/01/1991

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🎓 Education

2014
Guwahati, India

NERIM Group of Institutions, Dibrugarh University
B.A. LL.B. (Hons.)

📜 Certificates

US Federal Taxation (Individuals, Employees and Sole Proprietors) | Trademark Law | Copyright Law
Patent Law | GDPR | Introduction to Alternate Dispute Resolution | The Adversary Trial System
Law and the Judicial System

👜 Professional Experience

04/2019 – present
Pune, India

Cloudmoyo India Private Limited

Associate Legal Consultant

- Work on ICM (Icertis Contract Management) Platform.
- Contract Drafting.
- Creation of Template.
- Creation of Clause Library.
- Tagging of Attributes in Agreement.
- Review, Edit and Modify Clauses.
- Conduct internal testing of drafted agreements.
- Send drafted agreements/templates for approval to the approver.
- Contract Abstraction.
- Client Interaction.
- Dealing with Escalations and provide Resolutions.
- Train new associates.

10/2017 – 12/2018
Pune, India

Infosys BPM Limited

Senior Process Executive (Legal), Quality Check Analyst

- Work as a Quality Check Analyst.
- Re analyze the work done by FLR Analyst.
- Help the IL Team in making tools for client.
- Contract Abstraction.
- Review documents.
- Interaction with client.
- Automation support.
- Solving queries on various subject matters.
- Draft Queries, Escalations and Resolutions.
- Ensure quality of work deliverable to client.
- Case Analysis.

10/2015 – 10/2017
Mumbai, India

Bombay High Court under Advocate Akhil S. Patil

Legal Assistant

- Assisted Advocates on various cases before Bombay High Court.

04/2015 – 09/2015
Guwahati, India

Gauhati High Court/Chamber of Advocate Diganta Kr. Haloi

Junior Advocate

- Assisted Advocates in various cases relating to criminal matters before Gauhati High Court as well as Chief Judicial Magistrate.

09/2014 – 03/2015
Guwahati, India

Guwahati High Court / Guwahati Law Chamber (Advocate Raju Goswami)

Junior Advocate

Filing cases in:

- Gauhati High Court.
- Motor Accident Claims Tribunals
- Commissioner for Works men's Compensations
- Consumer Forums

 **Awards**

07/2018

Spot Award

Infosys BPM Limited

- Spot Award (Recognition and Recommendation)

10/2018

Extra Miler Award

Infosys BPM Limited

- Awarded for supporting automation team with running of metadata script and html BOTs.

 **Skills**

Quick Learner | Strong Communication Skills | Strong Work Ethics | Time management Qualities

Self Confidence | Team Player | Leadership Quality | Good knowledge of Criminal Law

Motor Accident Claims Tribunal(MACT) | Consumer Law | Registration Law

Information Technology Law | Right To Information (RTI) | Insurance law | Legal Drafting

 **Languages**

English | Assamese | Hindi

 **Interests**

Cricket | Badminton | Travelling | Music | Gaming | Reading Books



Samiron Chakravorty