



ADITI SRIVASTAVA

INDUSTRY & EXPERIENCE BACKGROUND

Total Years of Experience	4 years 4 months
Industry	Legal
Phone no.	+91-7749994331
Email-id	aditisrivastava14@gmail.com

CAREER GRAPH

YEAR	JOB TITLE	Key Result Area's
Saikrishna & Associates		
March 2019 onwards	Associate	<ul style="list-style-type: none">Assisted with drafting of various agreements/documents like MOU's for various transactions, Development and Management Agreements, Facilitator Agreements, Franchisee Agreements and Service Agreements for various companies.Acted as Legal Counsel for a target companies (engaged in the business of manufacturing drones, maintaining and renting residential properties vide a web portal, developing and maintaining online web portal of IT enabled platform for providing academic notes to the students and universities) and assisted it in conducting the legal due diligence.Acted as Legal Counsel for a Boutique Hotel and assisted it with reviewing and negotiating of: (i) General Conditions of Contract; (ii) Work Order; and (iii) Supply Order, for the projects conducted at different locations.Acted as a legal counsel and assisted in amending the Leave Encashment Policy of a software developing company.

		<ul style="list-style-type: none"> • Assisted with drafting of standard form templates of (i) Constitutional Documents; (ii) Employment Agreements and (iii) Shareholders and Share Subscription Agreement for various companies. • Have actively worked on various queries pertaining to general-corporate advisory for a technology company that specializes in consumer electronics, computer software, and online services. • Have actively worked on various queries pertaining to employment law- related advisory for various companies. • Have worked actively on framing and amending the CSR Policies of the companies as per the latest amendment in the Companies Act, 2013 and Companies (Corporate Social Responsibility Policy Rules, 2014. • Advise retainer clients, in relation to their day-to-day advisory needs.
--	--	--

Lexstone Chambers, Gurgaon

<p><i>December 2018- February 2019</i></p>	<p><i>Associate</i></p>	<p>I had worked with the Corporate team of the Firm. My team have been doing a Corporate business work, with a major focus on drafting and vetting of various agreements like Service Agreements, Rent Agreements and Advertisement Agreements etc. I have also been involved in general corporate advisory, commercial negotiations and project due-diligences.</p>
---	--------------------------------	--

MV Kini Law Firm, New Delhi

<i>July, 2017- Dec, 2018</i>	<i>Associate</i>	For the 1.50 years at MV Kini, I have worked with the Capital Market team of the Firm. I have been involved with my team in advising various Companies in relation to their IPOs and Rights Issues, both in equity and debt. I have also been involved in giving legal advice to companies and banks (both foreign and domestic banks) in general corporate matters. I have worked with my team on the transactions with Department of Investment and Public Asset Management, in which my firm had been involved. In the same, I was closely involved in the preparation of the Bid Documents and further in preparing the presentations to be presented before the Ministry. I have also drafted and vetted various agreements like, leave & license agreements and consultancy agreements etc.
----------------------------------	------------------	---

Internships

<i>YEAR</i>	<i>Nature of Work</i>
<i>Khaitan & Co., New Delhi</i>	
<i>August 2016</i>	<i>Corporate Law (Focusing more on Capital Market issues with respect to Merger & Acquisition matters)</i>
<i>AZB & Partners, New Delhi</i>	
<i>February 2016</i>	Corporate Law (Worked in the Merger & Acquisition Team)
<i>Sagar And Sagar Law Offices, New Delhi</i>	
<i>May 2015</i>	Assisted in the handling Bank DRT Cases, Civil Matters and some Arbitration cases.
<i>Lex Jurists (Advocates & Solicitors), New Delhi</i>	
<i>December 2014 & May 2014</i>	Criminal and Civil Litigation
<i>Uttar Pradesh Human Right Commission, Lucknow Nature of Work</i>	
<i>June, 2013</i>	Conducted internship on the subject “Human Rights of Women with reference to Schedule caste, Schedule tribes and minorities”. Conducted research and field visits and drafted a research paper on the above subject.

Recognitions, Awards & Professional Development.

<i>Year</i>	<i>Recognitions, Awards & Professional Development</i>
--------------------	---

2016	Attended National Seminar on "Global Legal Education" at KIIT University, inaugurated by Mr. Pranab Mukherjee
2015	Worked as Assistant in "Global Law Firm Conclave", KIIT University, inaugurated by Mrs. Pratibha Patil

ACADEMICS

YEAR	QUALIFICATION
	<i>NALSAR University Of Law, Hyderabad, India</i>
2021	Post Graduate Diploma in Drafting, Negotiations & Enforcement of Contracts <i>Kalinga Institute of Industrial Technology, (KIIT University), Bhubaneswar, India</i>
2017	Bachelors (Integrated) in Business Administration and Law (B.B.A.-L.L.B.) <i>City Montessori School, Lucknow</i>
2011	I.S.C (Class XII th)
2009	I.C.S.E (Class X th)

EXTRA-CURRICULAR

RECOGNITIONS IN EXTRA-CURRICULAR ACTIVITIES
<ul style="list-style-type: none"> • Senior Diploma in Indian Classical Vocal Music (Bhav Sangeet) by Prayag Sangeet Samiti Allahabad. (2011). • Publication of poems and quotes in Delhi Poetry Slam and other Poetry Blogs.

