

MEGHA MALHOTRA

ADVOCATE

CONTACT

 : +919810188885

 : megha22malhotra@gmail.com

PERSONAL & PROFESSIONAL SKILLS

- Communication and Interpersonal skills
- Adaptability
- Socially Responsible
- Team work
- Critical thinking and problem solving

EXTRA CURRICULAR

FORK YOU

- Started a food blogging instagram page, reviewing over 30 different cafes.
- Produced videos and other short content partnering with different PR teams to escalate the social media presence of their clients.
- Build a instagram page with a healthy following of over 10K followers and over 1 Lakh impressions.

PROFILE

Enthusiastic professional eager to contribute to team success through hard work, and excellent organisational skills. Motivated to learn, grow and excel in legal industry.

EXPERIENCE

ASSURANCE ASSOCIATE

Ernst & Young LLP | October 2020 - Present

- Working in Forensic And Integrity Department of EY.
- Performed accurate and reliable document review for determining Responsiveness in various projects on Relativity One tool.
- Conducted extensive Due Diligence of Vendors using public and private database and prepared assessment reports.

LEGAL INTERN

Former ASG, Senior Advocate Vikas Singh | Feb 2020 -March 2020

- I researched on various case laws and the precedents related to consumer matters, Companies Laws, Negotiable instruments acts
- Attended the hearing of many cases at High court and Supreme court and NCLAT.
- Gained Valuable insight into regulations and policies associated with different laws.
- Reviewed legal information and proofed documentation for errors.

LEGAL INTERN

Advocate Abhishek Kukkar | May 2019 - June 2019

- Appeared in court proceedings of different District courts of Delhi
- Worked in office administration and research work in relation to civil and criminal cases.
- Researched on various laws and regulations and delivered analysis and assessments to senior associates.

LEGAL INTERN

A & D Law Offices | June 2018 - June 2018

- Visited and observed the basic law proceedings alongside taking passover's and dates in different courts in Delhi such as Debt Recovery Tribunal (Delhi), Tiz Hazari District Court and District court of Saket, Delhi.
- Read files related to different matters and prepared summary notes.

EDUCATION

- **CERTIFICATE COURSE IN IPR - INDIAN LAW INSTITUTE (JUNE 2020-SEPT 2020)**
- **BACHELOR OF LAW - AMITY UNIVERSITY, NOIDA - 8.16 CGPA (2017-2020)**
- **BACHELOR OF COMMERCE - SHAHEED BHAGAT SINGH COLLEGE,UNIVERSITY OF DELHI - FIRST DIVISION (2014-2017)**
- **A1 LEVEL BEGINNERS - ALLIANCE FRANCAISE DE DELHI (04/2015- 08/2015)**