

SUMANT KUMAR

Phone: +91-9650039754

Email: sumantsh57@gmail.com

PROFESSIONAL SUMMARY

A result-oriented professional, able to shoulder additional responsibilities to develop & sharpen my skills for the benefit of the organization.

WORK EXPERIENCE

- Currently working with Clarivate Analytics Inc. as Service Operations IP Analyst. (Started from 7th August 2023)
Job Responsibilities – Handling incoming and outgoing communications from Patent and Trademark offices from various prosecutions. Analyze the documents to understand the stages of prosecution, creating deadlines and docket the same in IP management software.
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CERTIFICATIONS

- **Certified Anti Money Laundering and KYC Officer**
From Vskills – An Undertaking of Government of NCT Delhi (India)
Certified on – 15th October 2023
Very good understanding of AML/KYC Regulations, KYC/KYB, Sanctions, PEP, Adverse Media
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PROFESSIONAL QUALIFICATIONS

- **Master of Commerce – (2023)**
D.A.V Centenary College, Faridabad
Affiliated to Maharshi Dayanand University, Rohtak
Percentage – 71.62%
 - **Bachelor of Commerce – (2021)**
Pt J.L.N. Government College, Faridabad
Affiliated to Maharshi Dayanand University, Rohtak
Percentage – 69.5%
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EDUCATIONAL DETAILS:

- Higher Secondary – 2018
Sant Nirankari Public School, Faridabad - (Affiliated to CBSE)
Percentage: 74%
 - Matriculation – 2016
Sant Nirankari Public School, Faridabad - (Affiliated to CBSE)
CGPA – 9.0
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Technical Skill and Knowledge:

- Knowledge of MS-Office, Internet Browser & various E-mail platforms etc.
- Understanding of Operating Systems i.e. Windows & Mac.

SKILLS

- Willingness to learn
- Responsible & dedicated towards work
- Time management and team work

PERSONAL INFORMATION

Father's Name	Mr. Jagdish Kumar Sharma
Nationality	Indian
Marital Status	Single
Date of Birth	July 21, 2000
Languages Known	English, Hindi
Address for Correspondence	H. No. 288, Pravesh Marg, Railway Road, Sector – 20, Old Faridabad, Pin code: 121002

Declaration:

I hereby declare that the information furnished above is true to the best of my knowledge.

(Sumant Kumar)