

# Pankaj Agarwal

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Delhi, India

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## EDUCATION

**Amity University, Noida**

**Master of Business Administration in HR (Aug 2023 - June2025)**

**HLM Law College, Ghaziabad**

**B.A.LL.B. (12/2018 - 08/2023)**

**NLSIU | Bengaluru**

**PG Diploma in Cyber Crime: Law (10/2023 - 08/2024)**

**ICSI Delhi**

**CS Foundation (cleared)**

**XIIth from CBSE Board, Delhi Xth from CBSE Board, Delhi**

## WORK EXPERIENCE

**Provana India Pvt Ltd. (3/2025 - 7/2025) (5months)**

**Legal Associate**

- Drafting/Summarising Notices, Motions, Affidavits, Letters and other Legal Papers of routine work.
- Worked on US Legal System and Laws related to FCPA, FDCPA, FCRA and other Federal Laws

**Integreon Managed Solutions (India) Pvt. Ltd, Noida, (09/2024 - 11/2024)**

**Legal Associate(3 months)**

- Contract Review
- Contract Abstraction
- Compliance work
- Contract drafting

**Ernst & Young (EY) | Noida, (03/2024 - 05/2024)**

**Legal Analyst (3 months)**

- Document Review
- Legal Research Work
- Legal Compliance work
- Worked on Relativity and E-discovery

## **Internships**

**Office of Sr.Adv.Pradeep Rai | Noida, (10/2023 - 12/2023)**

**Legal Trainee**

- Done drafting of Complaint and Written Statement
- Drafted Commercial Contracts
- Done Legal Research Work

**Indolegal Services LLP | Delhi, (07/2023 - 09/2023)**

**Legal Intern**

- Worked on legal Matters pertaining to Company Law 2013, Arbitration & conciliation Act, 1996 and Insolvency.
- Assisted in filing and drafting of replies and legal Notices to various Authorities.
- Attended hearing of NCLT & NCLAT
- Done legal research work on various Law points pertaining to Company Law 2013 and IBC code 2016.

**Deepak Sabharwal & Associate | Delhi, (03/2023 - 05/2023)**

**Legal Intern**

- Done drafting and Pleading
- Worked related to section 138 of NI Act and Section 25 & 27 of PASS Act.
- Done filing work at District Courts and Delhi High Court.

**UBAdvocate | Noida, (02/2023 - 02/2023)**

**Legal Intern**

- Done legal Research Work under the guidance of Sir Jeevan Prakash (AOR) Supreme Court.
- Made case briefs and attended client counselling