

SHRI LAKSHMI DN

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SUMMARY

Experienced legal professional with a strong background in litigation, arbitration, and dispute resolution from top law firms. Proficient in drafting and filing legal documents, conducting thorough legal research, and ensuring procedural compliance, with a focus on supporting legal teams in high-stakes environments. Successfully represented clients in courts and arbitration tribunals, demonstrating a keen ability to manage complex legal processes. Available for remote work. Seeking opportunities in Dispute resolution, legal consulting and contract drafting.

Work Experience

Uday Shankar Associates

Aug 2024 - May 2025

Associate

Bangalore, India

- Led full-cycle litigation in Cheque Bounce matters under the NI Act, including drafting complaints, arguing IAs (Sec. 145, 148, 421), and submitting appellate arguments; secured 10+ favorable judgments.
- Filed Sections 9, 11 & 34 applications in arbitration; supported document filing and compliance.
- Drafted pleadings for civil/commercial matters and execution applications (limitation, decree transfers, arrest warrants).
- Filed Writ Petitions and Company Applications in High Court; ensured procedural compliance.
- Drafted consumer complaints, caveats, and legal notices; provided advisory on legal documents including sale deeds, gift deeds, affidavits, and wills.
- Represented clients before High Court, Trial Court, DRT, Arbitration Tribunals, and Consumer Forums.
- Conducted legal research on contract law, limitation, procedural law, NI Act, arbitration, and commercial disputes, using Manupatra, SCC Online, and LexisNexis.

Dhananjay Joshi Associates, Advocates

Sep 2023 - May 2024

Associate

Bangalore

- Drafted, vetted, and filed legal documents for civil, commercial, and arbitration matters, including plaints, written statements, petitions, and interim applications.
- Maintained case files, ensured procedural compliance, and tracked court deadlines across multiple jurisdictions.
- Collaborated with Designated Senior Counsel in High Court-engaged matters; provided case research, hearing preparation, and brief support.
- Represented clients before the High Court of Karnataka, Trial Courts, and tribunals including the Arbitration Centre, RERA, Consumer Forum, and Debt Recovery Tribunal (DRT).
- Conducted legal research on diverse issues including succession laws, probate, citizenship, and senior citizen rights, aiding in drafting case strategies and advisory notes.

India Juris

Feb 2023 - Aug 2023

Associate

Bangalore

- Drafted and filed Civil Miscellaneous Petitions (CMPs) before the Hon'ble High Court of Karnataka for the appointment of arbitrators in commercial disputes, including e-commerce-related cases.
- Managed full-cycle arbitration documentation, including Section 21 notices, Section 9 and Section 17 applications, Section 11 applications, Section 32, and Section 34, ensuring compliance and timely submissions that facilitated smoother arbitration proceedings.
- Strategically analyzed legal documentation to identify critical arguments & counterarguments and collaborated with the legal team to gather litigation strategies, leading to a 20% increase in case success rate in complex commercial disputes.
- Conducted legal research on procedural and substantive arbitration issues, including limitation, maintainability, and enforcement.
- Supported the legal team in handling various corporate and non-corporate documents, including NDAs, Lease Deeds, Sale Deeds, Engagement Letters, and more.

PalmKraft

May 2021 - Sep 2023

Founder

Bangalore

- Initiated and managed a sustainable craft venture focused on eco-friendly scented candles made from repurposed coconut shells.
- Successfully designed, produced, and sold 200+ handcrafted scented candles through direct and campus-based marketing.
- Led end-to-end operations including product design, logo branding, raw material sourcing, production, packaging, and customer engagement.
- Earned the "Best Startup of the Year 2022" award at the Chanakya Commerce Fest by showcasing product innovation and entrepreneurial acumen.

LEGAL EXPERIENCE

Youth Center for Mediation

Jan 2022 - Mar 2022

Legal Intern

- Conducted legal research on the Mediation Bill, 2021, delivering written analysis on its scope, legal implications, and implementation strategies.
- Evaluated global youth-led mediation centers, preparing comparative reports to guide the center's program development and advocacy positioning.
- Assisted in organizing and executing mock mediation sessions for law students; served as a student mediator applying core mediation techniques in simulated civil disputes.
- Designed legal awareness materials, including posters and content for institutional outreach and public education campaigns.

Masin Project Pvt. Ltd

Jun 2021 - Aug 2021

Legal Intern

- Reviewed and compiled email communications and formal correspondence exchanged in a complex construction contract dispute, identifying key breaches and timelines.
- Prepared a chronological summary of communications to track contractual issues and assist in identifying cause of action.
- Conducted comparative legal research on construction law under English and UAE law, covering key concepts such as Idling costs, Liquidated damages, Extension of Time (EOT), Limitation periods, Loss of profit, and Time is of the essence clauses.
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EDUCATION

KLE Society's Law College
B.B.A.LL. B

Aug 2017 - Nov 2022
Bengaluru , India

KLE PUC College
COMMERCE
• **GPA:** 86.5%

May 2014 - May 2016
Bengaluru , India

S.G. International Public School
CBSE
• **GPA:** 8 CGPA

May 2014
Bengaluru , India

CERTIFICATIONS

- **International Commercial Arbitration and Mediation:** International Commercial Arbitration and Mediation by Lawsikho.
- **Introduction to International Criminal Law:** Introduction to International Criminal Law by Coursera.
- **Introduction to Forensic Science:** Introduction to Forensic Science by Coursera.
- **Introduction to Psychology:** Introduction to Psychology by Coursera.
- **Company secretary (C.S) Foundation:** Completed Company secretary (C.S) Foundation conducted by ICSI.

PUBLICATIONS

- Juvenile Detention Criminal Process. Lasenatus Scriptor (link)
- Battered Women Syndrome. LawBhoomi (Link)

EXTRA CURRICULARS

- **Chess Tournaments :** Participated and won multiple chess tournaments conducted at university level .
- **MUN Competition :** Represented South Korea in a debate on LGBTQ+ rights and inclusion policies at a Model UN competition conducted at RV College. Researched international human rights frameworks and presented position statements aligned with South Korean policy and global law.
- **Moot Court Competition:** Participated in several Moot court Competitions.

VOLUNTEERING EXPERIENCE

Freelance Translator

Nov 2024 - Present

Interpreter

- Acted as an interpreter for former contract laborers from war zones, translating between Kannada and English during legal claim proceedings.
- Supported communication for individuals filing for PTSD-related compensation against former employers.
- Helped bridge linguistic and legal gaps in high-stakes, trauma-sensitive environments.

Youth For Parivarthan

May 2020 - Present

Volunteer

- Contributed to the beautification and transformation of government schools and public spaces through community-driven initiatives.
- Participated in clean-up drives, mural painting, and infrastructure improvement projects aimed at improving civic environments and student well-being.

Mitra Technology

Jun 2020 - Jul 2020

Social Service Assistant

- Played an operational role in Mitra Technology's COVID-19 relief program, assisting with the transportation and distribution of essential supplies.
- Provided relief assistance to migrant workers, ensuring access to food, shelter, and emergency services during the nationwide lockdown.
- Contributed to coordination efforts between local teams, NGOs, and affected individuals.

LANGUAGES

- English (Fluent), Hindi (Fluent), Kannada (Fluent), Tamil (Conversational), Dutch (A1)

Skills

- **Core Legal & Arbitration Skills:** International Arbitration, Legal Research, Legal Drafting, Dispute Resolution, Contract Law, Civil & Commercial Litigation, Arbitration & Conciliation Act, 1996, Legal Compliance & Advisory, Remote Legal Consultant, Contract Review, Compliance Support
- **Technical & Analytical Tools:** SCC Online, LexisNexis, Westlaw, Manupatra, Document Review, Proofreading, Legal translation , Transcribe
- **Soft/Professional:** Detail oriented , Client Management, Time management, Deadline Adherence , Remote Collaboration