

Sakshi Pitale

My Contact

- ✉ sakshipitale22@gmail.com
- ☎ 7666278522
- 📍 Bhiwandi, Mumbai.

Hard Skills

- Trial advocacy.
- Legal drafting and writing
- Legal research
- MS Word/ Excel / Power point
- Reviewing Documents
- Administrative support

Soft Skills

- Observation
- Decision making
- Communication
- Multi-tasking
- Command on language

Education

- **Bachelors of Law (LL.B), Law**
V.P.M's Thane Municipal Corporations
Law College,Thane(w), CGPA: 7.83/10
Year of Completion: 2023
- **Bachelors of Commerce (B.Com)**
B.N.N. Bhiwandi College, Thane,
CGPA: 7.73/10
Year of Completion: 2020
- **Senior Secondary (XII), Commerce**
N.E.S's English Medium School and
Jr. College, Percentage: 76.00%
Year of completion: 2017
- **Secondary (X)**
NES English Medium School,
Bhiwandi, Percentage: 87.00%.
Year of completion: 2015

About Me

I'm a dedicated and passionate person with strong organizational skills, eager to embark on an entry-level position , bringing a strong commitment and a drive to excel in a legal Environment.

Professional Experience

Junior Advocate | Adv. Vishal Tambat and Tambat Associate, Mumbai

July 2023– Present

Key responsibilities:

- Litigation experience practicing in High court of Bombay, DRT and session courts in civil law,banking and criminal law mostly cases related to Section 138 of Negotiable Instrument Act and others cases also.
- Drafted Original application for DRT matters.
- Drafted Criminal miscellaneous application and others such drafts.
- Filed timely pleadings to meet firm deadline.

Legal Intern |Adv Narayan V. Iyer, Bhiwandi

Jul 2022 - Sep 2022

Key responsibilities:

- Assisted in Office Work.
- Assisted in legal drafting.
- Learnt the basic of drafting.
- Accompanied the seniors in various court matters.

Legal Intern |Adv. (Dr.) D. S. Hatle, Thane

Jan 2022 -Feb 2022

Key responsibilities:

- Copying and filing, Legal research, Client assistance and aiding lawyers with paperwork and courtroom.
- Attending the Court Proceedings under the supervision of the advocate.

Other courses

Tally Advanced
C+++ Programming