

## NINAD S. RASTE



### Personal details

- NINAD S. RASTE
- ninadraste77@gmail.com
- 9765895975
- Pune
- February 10, 1999

### Skills

- MS-Office
- Drafting of Legal Documents
- Legal research
- Interaction and communication with clients

### Languages

- Hindi
- English
- Marathi

### Qualities

- Attention to Detail
- Team Collaboration

### Profile

A dedicated legal professional graduate looking for career Opportunities.

### Education

- B.com** Apr 2019  
Pune University  
**First class**
- LLB** Jun 2025  
Pune University  
**First class**

### Internships

**Law Intern/Trainee**  
CS Sanjay Patore and Associates (a practicing company secretary), Pune

- Company law, MCA-21 Portal filing, Trademark registration, IPR, DSC registration, Annual Filing, Drafting of Minutes, Notice, Agenda of AGM, EOGM, BM etc, attending and interacting with clients, attended virtual meetings, email handling etc.

**Legal Assistant/Associate/Executive**  
Advocate Leena Kaulgekar and Associates, Pune

- RERA, consumer court, co-operative societies, family and civil matters, drafting of lease deed, gift deed, leave and license agreements, consent terms, legal opinion and legal notice, will, codicil, agreement to sale, POA, affidavits, confirmation deed, conveyance deed etc.

### Courses

**English Typing (30 w.p.m)**  
B grade

**MS-CIT**  
73%

Pune

I consent to the processing of my personal data for the purpose of recruitment for the position to which I am applying.