NIVEEN T. ALMAGHRABI
+966 507077575 | niveenalmaghrabi@gmail.com

EDUCATION

University of Miami School of Law, Florida, United States
LL.M. Masters in Entertainment and International Law, Dec. 2022
Relevant Course Work: International Law, Business Law, IP laws, Media Distribution.

Dar Al Hekma University, Jeddah, Saudi Arabia
LL.B. Bachelor of Law May 2019
Certificate: Sea Ventures (Entrepreneurship & Design Thinking), Jeddah, KSA 2019

LEGAL EXPERIENCE

Garoub Law Firm, Jeddah, Saudi Arabia
Contract Specialist Mar. 2024 - current

- Drafted, amended, translated and reviewed documents, letters, NDA's, AOA's, contracts, etc.
- Provided, negotiated, and communicated legal opinion to clients locally and internationally.

February Entertainment & All Parts Move, Miami, United States
Legal and Business Affairs, Mar. 2023 – Jun. 2023

- Provided legal opinion, drafted, amended, reviewed and updated documents and contracts.
- Participated and assisted with the logistics and production process in the studio.
- Worked closely with the legal and business affairs department in Sony and HBO.

Bafakih Law Firm, Jeddah, Saudi Arabia
Junior Associate, Aug. 2020 – Aug. 2021

- Drafted, amended, translated and reviewed documents, letters, licenses, NDA's, AOA's, contracts, etc.
- Negotiated and drafted agreements of International and local collaborations, and mergers.
- Participated in the formation and dissolution of companies and entities.
- Conducted extensive research on intellectual property law

Fallata & Murad Law Firm, Jeddah, Saudi Arabia
Paralegal, Dec. 2019 – Apr. 2020

- Provided, negotiated, and communicated legal opinion to clients locally and internationally.
- Assisted in companies' mergers, contract amendment and termination, NDA's and AOA's, etc.
- Researched and updated internal documents and materials for the firm.

BUSINESS EXPERIENCE

Tree of Life Veterinary Clinic, Jeddah, Saudi Arabia
Project Manager, Sep. 2021 – Sep. 2022

- Lead and executed the project's development, architectural and design process.
- Negotiated and communicated with governmental entities and other parties.
- Provided legal opinion, drafted, amended, reviewed contracts and other documents.
- Established a team, interviewed and hired subcontractors, suppliers & employees.

COMMUNITY SERVICE

Painting their Futures, Jeddah, Saudi Arabia Aug. 2014 – Aug. 2019

- Provided clothes, books and food, planned trips and activities for orphans and children in need.

Tac-Ice *and* ***Ace,*** *Jeddah, Saudi Arabia* Aug. 2017 – Aug. 2018

- *Project Management and Marketing*

CERTIFICATES & SKILLS

Languages:	● Arabic (native)	● English (fluent)		
Technical Skills:	●AutoCAD	●Microsoft office	●Westlaw	●LexisNexis
Certificates:	●AGILE	●PMP	●PMI-PBA	