FATEN NAIF ALOTAIBI

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PROFESSIONAL SUMMARY

Recent Law graduate with skills in legal research, case analysis, judicial procedures, and contract drafting. Familiar with Saudi legal systems, legal writing, and reviewing case-related materials. Detail-oriented and committed to professional ethics, with strong communication and analytical skills, seeking to build a career in the legal field.

PROFESSIONAL EXPERIENCE

Legal Trainee (Cooperative Training) | Mishal Al-Rushdan Law Firm | January 2025 – May 2025

- Helped characterize and adapt legal texts to the specifics of cases under supervision.
- Conducted legal research across multiple Saudi regulatory systems and statutes.
- Attended court sessions to observe judicial proceedings and case argumentation.
- Researched judicial precedents to support case analysis and argument preparation.
- Engaged with clients to gather case information and explain procedural updates.
- Studied the Civil Transactions System and its application to active case files.

EDUCATION

Bachelor's Degree in Law | Princess Nourah bint Abdulrahman University | 2025

- GPA of 4.64 out of 5

GRADUATION PROJECT

Criminal Liability under the Anti-Financial Fraud System and Its Impact on Crime Prevention

- Examined criminal liability under the Saudi anti-financial fraud framework and its core fraud crime elements.
- Distinguished financial fraud from related offenses such as breach of trust and forgery.
- Analyzed prescribed penalties and their role in deterring financial crime.
- Highlighted the framework's effectiveness in protecting economic stability and trust in financial transactions.

COURSES

- Detection Methods of Counterfeiting and Forgery | Doroob | 2026
- Legal Qualification for Graduates in the Job Market | Saudi Bar Association | 2025
- Foundations of Pleading Before the Judiciary | Saudi Bar Association | 2025
- Major Amendments in the New Labor System | Saudi Bar Association | 2025
- Labor Education According to Saudi Labor System | Doroob | 2022

VOLUNTEERING

- Drafted texts for an international legal agreement initiative.
- Participated in an awareness initiative on forced execution procedures.
- Voluntary Law Pride Team member at Princess Nourah University (1445 AH).
- Contributed to an awareness campaign on criminal procedures in the Saudi legal system.

SKILLS

Technical Skills:

- Legal Research & Writing
- Case Analysis
- Contract Drafting & Review
- Saudi Legal System Knowledge
- Legal Negotiation
- Regulatory Compliance
- Microsoft Office (Excel, Word, PowerPoint)

Soft Skills:

- Effective Communication
- Teamwork & Collaboration
- Time Management
- Attention to Detail
- Professional Ethics

LANGUAGES

- Arabic
- English