Fatima Ahmed Albabkri

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Profile

Motivated and detail oriented law graduate with strong academic achievement and hands on training in the Saudi legal system. Experienced in drafting legal documents, analyzing cases, and navigating judicial electronic platforms. Eager to launch a legal career in a dynamic and growth oriented environment.

Education

Bachelor's Degree in Law 08/2021 – 06/2025
Majmaah University

- GPA: 4.97 (First Class Honors)

Professional Experience

Legal Consultant 08/2025 – Present
Mohammed Ali Alazib Law firm Riyadh

- Worked on administrative and commercial cases, providing legal advice and preparing case files.
- Drafted and reviewed legal memorandums, contracts, and pleadings in accordance with Saudi laws and regulations.
- Managed cases and filed claims through the Najiz and Moeen platforms.
- Prepared and updated Work Regulations for clients through the Qiwa platform in compliance with the Saudi Labor Law.
- Conducted legal research and prepared detailed case analyses and reports.
- Coordinated with clients and government entities to ensure proper documentation and compliance with legal procedures.

Legal Trainee 01/2025 – 04/2025
Saud Ghandour Al-Maimouni Law Firm

- Drafted and prepared legal memoranda and objections in accordance with procedural regulations.
- Used Najiz platform for judicial transactions.
- Assisted in preparing reports, correspondence, and other legal documents required for case management.

Courses

Skills of Pleading in Criminal Cases according to Regulations and Vision 2030 03/2023
Dr. Yasser Ahmad Badr

Legal Protection in E-Commerce 04/2022
Dr. Yasser Ahmad Badr

Administrative Investigation and Legal Report Writing Skills 10/2022
Saudi Bar Association

Principles of Drafting Legal Contracts in Arabic and English 07/2022
Ithraei Platform

Skills

- Fluent English
- Drafting and preparing legal memoranda
- Legal research and analysis
- Reviewing contracts and legal documents