Raghad M. Alrakaf

Raghadmalrakaf@gmail.com +966 50 566 7926 Raghad M. Alrakaf Riyadh, Saudi Arabia 5/5/2001

EDUCATION

Bachelors Degree, Law, *Prince Sultan University* 2021 – Present
3.69 out of 4 (Second class honors)

Diploma Degree, Public Relations, *King Saud University* 2019 – 2021
5 out of 5 (First class honors)

EXPERIENCE

Legal Consultant, *Legal Clinic at Prince Sultan University* 2025 October – Present
Delivered expert legal advice and support on real cases, managing document drafting, contract review and case resolution while applying academic knowledge across diverse legal areas under attorney supervision.

Legal Trainee, *Community Service at Prince Sultan University* 2025 August – Present
Drafted and reviewed legal and administrative documents, supported preparation of reports and partnership agreements and ensured community initiatives complied with university regulations and legal frameworks.

Academic Tutor in Law, *The Writing and Tutoring Center at Prince Sultan University* 2022 June – Present
Provided law tutoring focused on exam preparation, guiding students in legal research and case analysis to enhance academic performance.

University Involvement, *Prince Sultan University* 2021 – Present
President of the Student Council, Student Representative at the College of Law, President of the Media Department (CL Podcast), Director of the New Student Reception Program, Organizer of the PSU Alumni Gathering, Head of PR (Nubader Club), Contributor to PSU's Fourth Strategic Plan, Representative at the World Law Fair, Member of the Media Department (Legal Researcher Club), Content Writer (Sultan Court Club), delivered 10+ legal speeches, organized 15+ legal events including the Criminal Law Exhibition and 2nd GPDRL International Conference, and active member of the Sustainability, Debate, Lifestyle, and Digital Literature Clubs.

Arbitration Trainee, *Saudi Center for Commercial Arbitration* 2024 June – 2025 February
Researched arbitration laws and international conventions, drafted strategic memoranda for claimants and respondents and analyzed case files to construct persuasive legal arguments in line with professional arbitration standards.

COURSES

Community & Pro Bono, *Clifford Chance* 2025

Global Deals Participating Perspectives (32 hours), *Public Investment Fund* 2024

International Law in Action (17 hours), *Leiden University* 2023

Legal Drafting · Legal Research · Commercial Case Advocacy · Legal System Analysis · Problem Statement Writing, *Prince Sultan University* 2022

Building Organizational Culture · Delegation, *Institute of Public Administration* 2021

Smart Work Ethics, *Human Resources Development Fund* 2021

Workplace Communication, *King Abdulaziz University* 2020

ACHIEVEMENTS

Dean's List for Academic Excellence (6 times), *Prince Sultan University* 2025

1st Place in the Legal Research Talent Competition, *Prince Sultan University* 2023

VOLUNTEERING

Mustaqbali program, *Alnahda Society*
Delivered workshops and mentoring sessions for high school students, focusing on empowerment, goal setting, and awareness of academic and career opportunities.

Mashkat program, *PSU Community Service*
Led the legal component of a three-month program, introducing youth to core legal topics such as Principles of Law, Sources of Obligation, and Criminal Law.

Volunteer member at multiple community organizations, including:,
Hemma AlOulya Center, AlAwael Center for Special Needs, Kiswat Farah, Bunyan Charity, and Family Affairs Council

LANGUAGES

Arabic — Native/Bilingual

English — Fluent

SKILLS

- Legal research and drafting
- Case analysis
- Public speaking
- Academic instruction
- Critical and analytical thinking
- Communication proficiency
- Negotiation skills
- Time management
- Microsoft office
- Regulatory compliance
- Project leadership
- Emotional intelligence

REFERENCES

Dr. Enas Alzahrani
ezahrani@psu.edu.sa, +966 55 563 6878

Dr. Zbida Atim
zatim@psu.edu.sa, +966 55 708 2719

Dr. Jinan Elbaroudy
jbaroudy@psu.edu.sa, +966 55 336 8247