Sadeem Alalawi

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PROFESSIONAL SUMMARY

Law graduate with academic training and practical exposure to legal work environments. Seeking a professional legal position to further develop legal skills, contribute to organizational objectives, and uphold high ethical and professional standards.

EDUCATION

Bachelor of Law (LL.B)

King Abdulaziz University

TRAINING & EXPERIENCE

- Cooperative Training – Abdullah Al-Muwaimi Law Firm
- Training Program – Fahd Al-Khafeer International Group

COURSES & CERTIFICATIONS

- Labor Law
- Anti-Money Laundering
- Cybersecurity Law
- Private Funds System
- Legal Culture
- International Agreements
- Introduction to International Law

PROFESSIONAL SKILLS

- Legal drafting and preparation of memoranda and pleadings
- Contract drafting and review
- Case analysis
- Legal research
- Strong written and verbal communication skills
- Ability to perform effectively under pressure

- High level of responsibility and professionalism
- Team-oriented with strong collaboration skills
- Proficient in computer and office applications
- Strict commitment to deadlines
- Confidentiality and protection of sensitive information
- Accuracy and professionalism in legal work

VOLUNTEERING EXPERIENCE

- Volunteer, Creativity Day for People with Disabilities
- Volunteer, Arab Creativity Schools

LANGUAGES

Arabic: Native

English: Proficient