WORK EXPERIENCE

Feb. 2009- Present: Legal Adviser: ARM Int. Group Abu Dhabi – UAE **Responsibilities included:**

* The direct Legal Advisor and Reporter to the CEO.
* Providing the Management with the required legal researches and articles in both international and national laws.
* Survey and exam the international commercial contracts such as, distributions, agencies, oil, gas and JV Contracts. In addition to the internal contracts such as contracting, constructions, Landscaping, Companies creative contracts and other customer contractual consultancy.
* Prepare all the legal contract texts and agreements relating to the company in coordination with Administration directions and the local and UAE Federal Laws.
* Represent the organization in litigation before the Abu Dhabi and Dubai courts, if needed.
* Direct the conduct of all litigation in which the company may be involved, including suits, investigations and administrative proceedings.
* Direct establishment of legal requirements, and policies and procedures in order to ensure adherence and compliance with the established rules and regulations.
* Direct the overall legal activities of the other departments and ensures the proper implementation of the established policies and procedures.
* Direct and monitors the proper implementation of the approved annual Legal plan.
* Ensure that any agreements signed by the company legally express its rights and responsibilities.
* Ensure contract risk management and control.
* Ensure compliance with statutory legal requirements and coordinate reporting of requisite information to relevant government authorities.
* Consolidate negotiations and ensure clear and extensive contracts as consolidated agreements.
* Prepare and review all legal documents and contracts for the organization in coordination with the Administration and the related departments and modifies any necessary terms.
* Review and highlight the legal impact of changes in the organization’s policies and procedures.
* Provide legal consultations to various departments of the organization.
* Provide legal advice on negotiation and dispute management.
* Provide legal advice as to conflicts arising between management and employees.
* Recommend decisions in judicial matters.
* Undertake proper legal procedures (when applicable) to protect the organization’s interest and ensures its implementation.
* Maintain a contracts and agreements database for the organization.

Aug. 2008-Jan 2009: **General Manager Assistance**, **Legal Advisor**, Taha Corporation Aleppo. Syria; **Responsibilities included**: Legal Advisor, co-ordinator of international operations, imports the raw material for the industrial institution. Acquisition customers for defined the company profiles providing a new suppliers profile, customer Management, monitor weekly and monthly sales reports. Preparing strategies for the company purchasing planes, supporting client’s customers with marketing activities and other measures, making up the company’s targets, watching the quality of production and prepare the company’s calculations in local and international operations.

**Jun.08- Aug.08:** **Training Solicitor**, Feargal Law Office, Galway Ireland. **Responsibilities**: Preparing all the office requirements on the computer such as typing writs, application forms, petitions, legal suggestions in commercial issues, making civil contracts, persecute before the domestic courts in a few lawsuits.

Sep. 03-Aug. 07: **Commercial Contract Advisor**, Taha Corporation, Aleppo Syria. Responsibility included; Negotiate the international transactions of raw material for the company, legal mentor, create and modify the contracts in both of the international and domestic area, E-mails and looking up for the needed material within the internet. Providing the company with international suppliers and achieving high quality with rock bottom price.

EDUCATION

**The National University of Ireland, Galway. Ireland.**

LL.M Masters in International Law 2007-2008

**Aleppo University, Syria**

LL.B, Bachelors in Law 2000-2004

Undergraduate Degree, Third level Education. 1999-2000

AUTHORESSES

1- Theory of the Emergency under the Common Law, Aleppo Unversity.2005. (Arabic Language)

2- Parent Company Responsibility for human rights Abuses Committed Overseas. National University of Ireland, Galway. 2008. (English)

3- **Currently, Jurisdictional Problems within Electronic Commerce Law. (English)**

PERSONAL SKILLS

Languages; Arabic Native English, I’m Fluent in Writing, Reading and communication.

I have a dynamic sense of leadership and creativity, and possess strong problem solving skills. I am proficient in Microsoft Software including such programs as word, Excel, Power Point as well as Adobe Photo Shop and website maker.

I’m a productive team player, but I am also capable of working efficiently independently

PERSONAL INTERESTS

I am active in various sports including football and swimming. I am also enjoy reading and hiking.