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| Ayman Sharjah [ayman.141228@2freemail.com](mailto:ayman.141228@2freemail.com) |  |

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1. **CAREER OBJECTIVE**

Looking for a job that is challenging, motivating and of course

rewarding. Seeking a career environment that meets my abilities the

best; and in which I can achieve both as an individual and as a team

player.

1. **WORK EXPERIENCES**

* **Jul’ 2007 up to date: Legal advisor**

**AL FARA’A GROUP OF COMPANIES**

**UNIBETON READY MIX**

**U.A.E.**

* **Feb’2005 To Jun’2007: PRO**

**AL FARA’A GROUP OF COMPANIES**

**UNIBETON READY MIX**

**U.A.E.**

* **Jul’1999 To Jan’2005 Lawyer**

**My own Law Office**

**SUMMARY OF RESPONSIBILITIES**

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* **Legal Adviser:**

**Role:**

* File legal cases against client for any dispute/ late payments
* Follow up any financial legal cases thru our legal representative law firm.
* Collect all outstanding payments from clients.
* **Public Relation Officer**

**Role:**

* Developing close relation with government officials e.g. municipality, ministry of labor, embassies etc…
* Follow up all Police Cases, Court Cases & other disputable matters.
* Follow up Labors legalities such as Labor Cards, contracts, deposits and liaise with labor department for other related issues.
* Carry out all needed work for transportation dept such as Vehicle Registration, renewal, Traffic department related issues.
* Follow up with immigration dept in regards of visa issuance, extension and reacted issues.
* Managing & conducting all communications with Govt. Dept when needed.
* Carry out all legal issues related to company properties.
* **Advocate**

**Role:**

* Registered in Bar Association Jordan & Practiced as a Lawyer & Consultant and handling various cases
* Attending labour cases, insurance, banking, administrative, and commercial law. Preparing different civil and trade agreement contracts.
* Follow up all kind of cases from thru my own office in Amman - Jordan,

1. **EDUCATIONAL QUALIFICATION**

* Bachelor of Law : University of Jerash, Jordan
* Lawyer Practice Permit : Jordan bar association
* Good computer and English knowledge.
* Good communication and Customer Service skills , both internally and externally

1. **PERSONAL DETAILS**

Date of Birth : **5 Fab 1975**

Nationality : **Jordanian**

Marital status : **Married**

**\*\* With valid U.A.E driving license**