

# Huda Bashir Alanazi

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Saudi Arabia

## SUMMARY

A dedicated law student with a strong emphasis on legal research and analysis, currently pursuing a Bachelor's degree in Law. Demonstrates proficiency in legal writing, case management, and regulatory compliance. Actively engaged in mastering courtroom procedures and upholding ethical standards. Committed to applying acquired knowledge in practical legal scenarios. Aspires to contribute meaningfully to the legal field through effective advocacy and practice.

## EXPERIENCE

### Al-Tamimi & Al-Hamoudi Law Firm | Saudi Arabia

Trainee | 2024

- Analyzed commercial cases to evaluate key legal issues and formulate strategies.
- Attended court sessions and contributed legal opinions and insights.
- Drafted legal memoranda and formal notices, ensuring precision and compliance.
- Assisted in the management of bankruptcy procedures and related legal documentation.

### Noor Al-Dosari Law Office | Saudi Arabia

Trainee | 2024

- Drafted contracts, ensuring accuracy and adherence to legal standards.
- Prepared legal memoranda and documentation with detailed analysis.
- Analyzed various regulations to support legal arguments and strategies.
- Reviewed case files to understand case details and contribute to case preparation.

### Ifada Law Firm & Legal Consultancy | Saudi Arabia

Trainee | 2023

- Developed a comprehensive understanding of legal terminology across multiple areas of law.
- Utilized the "IRAC" method to systematically analyze and interpret legal texts.
- Drafted and refined contract clauses in English, ensuring clarity and precision.
- Enhanced practical legal skills through hands-on training and exposure to diverse legal practices.

### Qeem Law Firm & Legal Consultancy | Saudi Arabia

Trainee | 2023

- Analyzed criminal and commercial cases to understand case dynamics and legal strategies.
- Applied theoretical knowledge to practical scenarios in the legal profession.
- Gained hands-on experience in various legal practices and procedures.

### Academic Advising Unit | Faculty of Law and Political Science | Saudi Arabia

Instructor of Principles of Law (Rifad Initiative) | 2022 - 2023

- Delivered the Principles of Law course in alignment with the prescribed curriculum.
- Developed and structured educational materials and course content.
- Monitored student performance and assessed academic progress.
- Provided guidance and supported students in understanding and applying legal concepts.

### Abdullah Al-Fayez & Partners Law Firm | Saudi Arabia

Trainee | 2022

- Gained insights into judicial rulings and their subsequent stages and implications.
- Worked on various types of contracts, focusing on drafting and reviewing.
- Provided legal consultations and developed proficiency in delivering advisory services.
- Acquired comprehensive knowledge of the litigation process, filing lawsuits and associated procedures.

## EDUCATION

### King Saud University - College of Law and Political Science | Saudi Arabia

Bachelor Degree in Law | GPA: 4.94 with First Class Honors | Expected 2025

## OTHER

### Courses:

- Introduction to Professional Certifications Course | King Saud University | July 2024.
- Intellectual Property and Scientific Research Course | Doroob | June 2024.
- Legal Skills Essentials Course | King Saud University | February 2024.
- Intellectual Property Rights Training | National Entrepreneurship Institute | August 2022.
- Labor Culture Training According to Saudi Labor Law | Doroob | January 2022.

- **Memberships:**

- Member of Human Resources Committee | Judicial Justice Club | 2024.
- Member of Speakers Committee | Kifah Legal Initiative | Student Partnership | 2024.
- Member of Project Management Team | Wafod Initiative | Student Partnership | 2024.
- Member of Speakers Committee | Integrity Club | 2024.
- Leader of Rifad Initiative | Academic Advising Unit | 2023.
- Deputy Head of Public Relations Committee | Honors and Talented Students Club | 2023.
- Deputy Head of Activities and Content Committee | Academic Advising Unit | 2022-2023.
- Member of Speakers Platform | Voluntary Forum Initiative | Student Partnership | 2022-2023.
- Member of Scientific Team | Cultural and Social Club | Faculty of Law and Political Science.
- Member of Public Relations Committee | Cultural and Social Club | Faculty of Law and Political Science.

- **Achievements:**

- Represented King Saud University at an International Event in a Trip to the People's Republic of China | 2024.
- Best Member | Activities and Content Committee | Academic Advising Unit | 2024.
- Best Leadership of the Activities and Content Committee | Academic Advising Unit | 2023.
- Best Leadership of the Public Relations Committee | Honors and Talented Students Club | 2022.
- Best Team Member | Scientific Team | Cultural and Social Club, Faculty of Law and Political Science | 2022.

- **Technical Skills:**

- Legal Research and Analysis.
- Legal Writing and Drafting.
- Case Management.
- Regulatory Compliance.
- Legal Technology.
- Court Procedures.
- Litigation Support.
- Computer Skills.
- Microsoft Office Suite.

- **Soft Skills:**

- Adaptability.
- Communication.
- Organizational Skills.
- Decision-Making.
- Interpersonal Skills.
- Problem-Solving.
- Time Management.
- Conflict Resolution.

- **Languages:** Arabic, English.