

Saja AlOtaibi

CO-OP training

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SUMMARY

I am a dedicated law student currently pursuing my degree at King Saud University, with a strong passion for legal research and advocacy. My academic journey has equipped me with a solid understanding of legal principles and critical thinking skills. I am eager to apply my knowledge and gain practical experience through an internship. My enthusiasm for learning, combined with my commitment to contributing to the legal field, makes me a motivated candidate for any challenging opportunities in legal practice.

EDUCATION

2021 – present **Bachelor of Law, King Saud University**

PROFESSIONAL EXPERIENCES

06/2024 – 07/2024 **Lagel intern, Noir Aldosari**
Through my training, I have gained skills in drafting contracts, writing and analyzing systems, and studying case files.

CERTIFICATES

Legal program (academic guidance unit)
2024 June - 2024 July

SKILLS

Soft Skills

- Effective communication
- The ability to work both collaboratively and independently
- Problem-Solving
- Time management

Professional Skills

- Microsoft office
- Monitoring legal developments
- Preparation of legal documents
- Legal writing
- Understanding laws and regulations

COURSES

10/2024 – 12/2024 **Mckinsey Froward Program, Mckinsey&Company**
10/2024 – 10/2024 **Governance, Risk Management, Compliance, Bayan Academy**
05/2024 – 05/2024 **Contract Drafting Skills, By Lawyer Mohamed Alenezi**

VOLUNTEERING

10/2024 – present **Theater club**
06/2022 – 05/2024 **Political science club**

LANGUAGES

- Arabic
- English