




SHOAA SANAD ALOTAIBI

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 [SHOAA SANAD](#)

 Saudi Arabia

SUMMARY

Law student at King Saud University with a solid foundation in legal principles and practices. Proficient in legal research, analysis, and writing, enabling effective navigation of complex legal issues. Aspiring to work as a Legal Consultant, providing sound legal advice and client support. Strong interest in contract law and compliance, with a commitment to staying updated on evolving legal standards. Dedicated to delivering optimal outcomes for future clients through expertise and continuous learning.

EDUCATION

King Saud University | Saudi Arabia

Bachelor's Degree in Laws | 2020 - 2025

GPA 4.8 out of 5.

- Acquire comprehensive knowledge of local and international laws and regulations, including the fundamental principles of civil, criminal, commercial, and constitutional law.
- Enhance my ability to analyze and interpret complex legal issues and formulate solutions based on a deep understanding of laws and legislation.
- Apply legal knowledge in practical environments such as courts and legal institutions through case studies and participation in practical training.
- Develop the ability to conduct legal research effectively and use various legal resources to formulate strong legal arguments and analyze legal texts skillfully.

OTHER

● Courses:

- Workshop: Governance, Risk Management, and Compliance (Hour) | Bayan Academy | October 2024.
- Training Program: Legal Skills (5 Hours) | King Saud University | The Computer and Skills Development Training Center | September 2024.
- Legal Aspects in Human Resources (18 Hours) | Azad Training Center | September 2024.
- Legal Secretarial and Office Management (10 Hours) | Azad Training Center | September 2024.
- Contract Drafting (10 Hours) | Azad Training Center | September 2024.
- Judicial Jurisdiction (6 Hours) | Azad Training Center | September 2024.
- Legal Consultation Skills (18 Hours) | Azad Training Center | September 2024.
- Professional Legal Drafting (18 Hours) | Azad Training Center | September 2024.
- Computer Skills in Office Work (60 Hours) | Hadaf Alalmiah Training Center.

● Technical Skills:

- Legal Office Management.
- Contract Drafting.
- Judicial Jurisdiction.
- Legal Consultation Skills.
- Professional Drafting.
- Office Computer Skills.
- Legal Research Techniques.
- Case Analysis.
- Document Preparation.
- Regulatory Compliance.
- Legal Writing Skills.

● Soft Skills:

- Communication skills.
- Time Management.
- Problem-Solving Skills.
- Leadership.
- Decision-making.

● Languages: Arabic, English