

# Talal Alharshan

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## PROFILE

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A recent graduate from the Faculty of Law and Political Science at King Saud University specializing in law. I possess strong academic legal skills enhanced by intensive legal training courses. Additionally, I have high proficiency in using computer applications efficiently, which strengthens my ability to adapt to various work environments. I am an ambitious person skilled in analytical thinking and problem-solving and am constantly striving to gain practical experience and learn applied skills in a professional environment. I am eager to develop my legal skills and make a meaningful contribution to the team.

## EDUCATION

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King Saud University, Riyadh, Saudi Arabia

Expected Graduation: May 2025

Major: Law

- GPA: 4.65/5 (Second-Class Honors)

## PREVIOUS POSITION

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- **Technical Support Specialist**
- Al-Fawz Contracting Company, Riyadh Saudi Arabia
- Duration: 1.5 years (until now)

Responsibilities

- Provided technical support and resolved technical issues.
- Leveraged legal knowledge to offer consultations on contracts and compliance with regulations.
- Assisted in ensuring that the company's operations adhered to legal and regulatory standards.

## COURSES

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- **Professional Fundamentals Training for Rehabilitation** 2023
- **Course on the Evidence System** 2023
- **Course on Criminal Law Systems in the Kingdom of Saudi Arabia** 2023
- **Course on Contract Drafting** 2023
- **Course on Court Advocacy Skills** 2024
- **Office Management and Executive Secretarial Skills** 2024
- **Customer Service Skills** 2024

## SKILLS

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- Proficiency in Microsoft Office (Word, Excel)
- Sign Language Interpreter
- Familiarity with Civil Transactions System, Sharia Litigation Procedures, and Evidence System
- Basic Legal Research Skills
- Understanding of Legal Fundamentals
- Knowledge of New Laws and Legal Updates

## LANGUAGES

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- **Arabic:** Native
- **English:** Proficient in both written and spoken
- **Sign Language:** Fluent