

LOCATION: RIYADH, SAUDI ARABIA EMAIL: A-HMAD78@HOTMAIL.COM PHONE:
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Ahmed Ali Alqhtani

OBJECTIVE

- A licensed lawyer seeking to apply my legal knowledge in a professional environment by ensuring compliance with regulations and providing effective legal solutions.

EXPERIENCE

- **LEGAL RESEARCHER & LICENSED LAWYER - YOUSEF AL-SUDAIS LAW FIRM (JANUARY 2024 - PRESENT)**

Legal case analysis and report preparation, litigation before courts, providing legal consultations, and drafting memorandums and contracts to ensure compliance with regulations.

- **LEGAL RESEARCHER & TRAINEE LAWYER - YOUSEF AL-SUDAIS LAW FIRM (APRIL 2021 - JANUARY 2024)**

Drafting legal memoranda, attending court sessions, providing legal consultations, and managing cases electronically via "Najiz" and "Maeen".

- **LEGAL CASE MANAGEMENT INTERN - EDUCATION AND TRAINING EVALUATION COMMISSION (SEPTEMBER 2020 - DECEMBER 2020)**

Preparing legal briefs, analyzing cases, and monitoring litigation procedures to ensure efficient case handling.

EDUCATION

- **King Saud University - Bachelor of Law**, Very Good (2016 - 2020)
- **Saudi Accreditation Standards for Lawyers (SASL)** - Saudi Bar Association (Ongoing)

An accredited program that enhances legal skills in litigation, drafting, and consulting, meeting national standards and best practices.

SKILLS

- **Legal Skills:** Litigation, legal drafting, legal consulting, contract drafting and review, and handling judicial electronic systems such as "Najiz" and "Maeen".
- **Technical Skills:** Legal research proficiency, Microsoft Office expertise for document preparation and reporting.
- **Personal Skills:** Time management, working under pressure, effective communication, fast learning, adaptability to legal changes, and sound legal decision-making.

TRAINING COURSES

- Contract Drafting and Preparation - Institute of Public Administration (30 Training Hours)
- Legal Advisor and Compliance Officer Qualification - Saudi Judicial Scientific Association (60 Training Hours)
- Inheritance Liquidation Skills Qualification - Saudi Judicial Scientific Association (30 Training Hours)
- Legal Consulting - Leadership Development Center (26 Training Hours)
- Judicial Training Program - Judicial Training Center (100 Training Hours in Various Legal Fields)

LANGUAGE

- Arabic , English

PROFESSIONAL MEMBERSHIPS

- Member of the Saudi Bar Association.
- Licensed Lawyer authorized to practice law by the Minister of Justice.