# 19032009512

**Name : Ahmed Maged Mohamed Ibrahim**

**Tel : 0508362326 & 0555668986**

**Email : fareselarab@hotmail.com**

**Personal Information**

Date/Place of Birth :  **1st. February, 1981 – Mansoura - Egypt**

Marital Status :  **Married**.

Driving license : **U.A.E driving license**

Place of Issue of Passport : **Egypt-Mansoura**

Visa statues : **Transferable Visa**

**Education**

Bachelor of Law

Mansoura University, Egypt

Graduated at 2001

**Skills**

**Computer Skills:**

* I had graphic diploma with hard exercise in **pc intro**, **windows**, **internet**, **photo shop**, **front page**, **power point**, **flash mx**.

**Language Skills:**

* Mother Language **Arabic**
* Excellent speaking , writing , reading **English**

**Personal Skills:**

* Multi-tasks and setting priorities
* Time Management
* Sharp Definition of objectives
* Knowledge Sharing and Brain-Storming
* Good skills in communicating with others

**Position Applied**

Seeking a position where my experience and education can be applied and further developed as I am Creative and thorough in work-Confidant and Collaborator-Hardworking-Work under stress.

**Work Experience**

**Legal Advisor**

**S.Almenhaly advocate and legal consultant “may 2010 until now”**

* Registration every cases in Abu Dhabi, Dubai, and Alain courts.
* Produce legal memos, letters, emails correspondence and reports.
* Advice on legal and commercial risk related to all company business activities.
* Prepare the case file in advance to the court hearings.
* Prepare briefs and other legal documents and include additional suggestion and information that will assist the judge with the case.
* Review and study the court decisions.
* Back the judge with the court room proceedings.
* Interact with judges, attorneys and other law clerks.
* Learn and understand from the proceedings in the court.
* Make recommendations based on the nature of the appeals.
* Assist the lawyers with the legal documentation.
* Involve in the court proceedings.
* Maintain the library at the court chamber.
* Preparing the trail notes of various attorneys.

**Legal Officer**

**Gallery Art Company in United Arab Emirates “August 2005 to apr2010”**

* Completion of the transactions of the interests of the Immigration and Nationality.
* Completion of the transactions of the Chamber of Commerce and Industry.
* Completion of the transactions of the municipality.
* Completion of contracts for work and contracts for exhibitions.
* Registration every cases in Abu Dhabi, Dubai, and Alain courts.
* Produce legal memos, letters, emails correspondence and reports.
* Advice on legal and commercial risk related to all company business activities.
* Prepare the case file in advance to the court hearings.
* Prepare briefs and other legal documents and include additional suggestion and information that will assist the judge with the case.
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* Maintain the library at the court chamber.
* Preparing the trail notes of various attorneys

**Lawyer Primary**

**Mr. Mohamed Atiaa Office “From 2003 to 2005”**

* Registration every cases in courts.
* Produce legal memos, letters, emails correspondence and reports.
* Advice on legal and commercial risk related to all company business activities.
* Prepare the case file in advance to the court hearings.
* Prepare briefs and other legal documents and include additional suggestion and information that will assist the judge with the case.
* Review and study the court decisions.
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* Involve in the court proceedings.
* Maintain the library at the court chamber.

**Others**

* Excellent presentation skills developed for painting presentations and practical.
* High proficiency in using computerized systems.
* Strong sense of personal and professional integrity.
* Very organized and tidy work habits.
* I take great pride in my appearance and personal hygiene.

**Summary**

Extremely ambitious and aiming to the sky with capability to learn in short duration and improve the quality of service provided to customers and clients. Also I have a good experience in finance and project management from financial perspective.

I will have a great honor to be Part of Your Team, share your Experience and Skills to meet client’s satisfaction.

**\*References are available upon requesting\***