

Raghad Al-Khaldi

rraggh.1234@gmail.com

+966 534 412479

WORK EXPERIENCE



Trainee lawyer

(3 months)

- *Providing assistance and advice in all legal matters such as contracts, documents, negotiations and legal problems*
- *Introducing employees about their rights and educating them about their legal situation*
- *Providing expertise and legal support while working on projects to ensure that they proceed properly*



Training Courses:

- *Certificate in Office Management and Secretarial*

SUMMARY

I am seeking a job that suits my scientific and practical qualifications, increases my experience and knowledge, and supports my skills in the legal or administrative field.

EDUCATION HISTORY

Diploma in law
2020- 2022

RELEVANT SKILLS

- Mastering legal research skills
- The skill of drafting legal documents
- Creative Thinking & Effective Communication