




AGHADEER ALSUWAIGH

Nationality: Saudi
Date of Birth: December 19, 1995
Marital Status: Single

OBJECTIVE

I am seeking for a job opportunity to apply the skills learned during university as well as the training experience in a work environment for the benefit of the company and for personal professional development.

CONTACT

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 Riyadh-KSA

EDUCATION

Princess Nora bint Abdulrahman
University (PNU)

Bachelor Degree of Law with Second Honors

- Credit hours completed: 130
- Cumulative GPA: 4.48 out of 5
- Team leader and a team member in many assigned projects
- Competent academic report writer in Arabic and English

SKILLS

- Languages: Arabic (Native), English (Excellent).
- Communication and soft skills.
- Ability to withstand high pressure and maintain high performance.
- Strong research skills.
- Flexibility (Adaptability, continuous learning and self-motivation).
- Excellent in MICROSOFT OFFICE: (Word, Excel and PowerPoint).

WORK EXPERIENCE

Training in SABB Bank for Customer Relations Representative: (From March to September, 2019)
Trainee under a training contract of the "Tamheer program"

- Comprehensive understanding of all banking procedures and internal operations.
- Good communication and service of customers.
- Understanding of regulatory regulations and laws.
- Training at SAP systems.

Volunteered to work for Lawyer Ali Al Oqla's Office: (From March, 2017 to April, 2018)
Trained in the legal profession under lawyer's supervision

- Attended judicial hearings and pleading in The General Court, The Personal Status Court and The Court of Execution.

Cooperative Training in General Organization for Statistics: (From Feb to April, 2018)

- Assigned to the Legal Administration Department to work on tasks related to Administrative Decision, Claim Petition, Investigation Process, Drafting and Appealing.

Selected general and major short courses:
Certifications available upon request.

REFERENCES

- ✓ Ali Alogla, Lawyer at Ali Alogla law firm, info@alogla.com , 0505557970
- ✓ AbdulMajeed ALmousa, Legal Adviser at General Organization for Statistics, law.5@hotmail.com , 0503555532