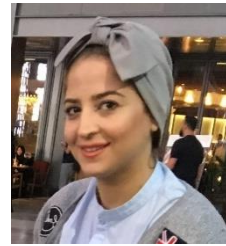


# Sara Saad

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[saralawyer88@gmail.com](mailto:saralawyer88@gmail.com)



## LAWYER

Equipped with extensive experience in Legal action and UAE Rental Law. Employs excellent leadership skills and multi-tasking strengths. Demonstrated ability to improve Legal Procedure.

## Experience

04/2017 to Now

### LAWYER

#### Al ZAROONI Group of Companies, Dubai

- Register and maintain legal cases in RDC
- Assisting to prepare a client's case documents.
- Follow-up bounced Cheque
- Execute Law enforcement of evacuations

04/2015 to 04/2017

### LEGAL RESEARCHER

#### YOUSIF AL-SHARIF & CO, Dubai

- Register and maintain legal cases in Dubai court System
- Register and maintain cases in Real Estate Regulatory Agency (RERA)
- Following cases in Dubai municipality
- Assisting to prepare a client's case documents.
- Reserve appointments for clients' case in Dubai court
- Contribute to the preparation of the Dr. Yusuf al-Sharif's radio program.

09/2014 to 09/2015

### TRAINEE ADVISOR

#### AL MAARAF LAW CENTRE, Dubai

- Assisting to prepare a client's case documents.
- Reserve appointments for clients' case in Dubai court
- Attending legal defense in court with lawyer
- Undertaking legal research.
- 

06/2012 to 06/2013

### TRAINEE ADVISOR

#### ALI IBRAHIM LEGAL CONSULTANTS, Dubai

- Assisting to prepare a Real estate case documents.
- Registration and follow-up cases and issues in the municipal committee dispute rentals

## Education

BACHELOR OF LAW 2005 - 2010  
TISHREEN UNIVERSITY, Syria

## Skills

- Computer: Windows & Microsoft office
- Internet: Very Good
- Arabic: Expert
- English: Very good
- Knowledge in UAE labour law office ,Municipality Procedures
- UAE driving license