

## SEDDIQA AMROOM

### CONTACT

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### LANGUAGES

ARABIC – Native

ENGLISH – Professional

### OBJECTIVE

I am hard working with great communication skills with clients. I have great listening skills in dealing with customer problems and I'm solving them. I am seeking to expand my experience in using my skills within my specialization.

### Education

Bachelor of Law, University of Bahrain	2010-2016
Commercial Studies, AlNoor Secondary Girls School	2007-2010

### WORK EXPERIENCE

07/2015 – 09/2015

Trainee Lawyer, Ebtisam AlSabbagh Legal Office, Manama, Bahrain

- Delivered cases and documents to courts
- Attended courts for professional development
- Received verdicts from courts on legal cases
- Scheduled dates for the court cases in agenda
- Entered dates of upcoming legal cases in agenda

### ADDITIONAL SKILLS

- Ability to work under pressure and with a team
- Great communication skills in creating a collaborative environment in the workplace and attending to client's needs.
- Excellent listening and problem-solving skills to deal with client's problems.
- Arabic and English Typing Skills.
- Wide background in browsing through resources for legal protocols and being up-to-date with recent laws and legislation.
- Exhibit honest behavior in the workplace in abiding with laws
- I have ESOL Skills for Business in telephoning, business etiquettes, writing reports, emails and letters.

### INTERESTS

Photoshop designer, writing poetry and social media.

### REFERENCES

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References available on request