

Raghad Alshahrani

Law

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SUMMARY

Ambitious Law graduate seeking a role as a Legal Specialist or Legal Representative, equipped with strong skills in legal research, drafting memoranda, regulatory analysis, and understanding of litigation and dispute resolution procedures, with a commitment to accuracy and enhancing legal performance through continuous learning.

EDUCATION

King Khalid University

Bachelor of Law | GPA: 4.77/5 – First Class Honors

2020 – Jun 2024

Abha

EXPERIENCE

Al Fares Group – Legal Affairs Department (Tamheer Program)

Legal Specialist

Jan 2025 – Jun 2025

Abha

- Handled 10+ financial claims and initiated legal actions, recovering pending dues in multiple cases
- Drafted 15+ legal memoranda addressing contractual and real estate disputes.
- Provided consultations on over 20 contracts, supporting 3 internal departments.

National Water Company – Legal Affairs Department (Intern)

Legal

Jan 2024 – May 2024

Abha

- Analyzed 12+ legal cases and contributed actionable legal advice with 85% acceptance rate.
- Coordinated with external lawyers to track 10+ ongoing lawsuits and managed related documentation.
- Drafted 8 dispute reports and internal legal memos reviewed by senior counsel

VOLUNTEERING

King Khalid University Clubs (Entrepreneurship Club – Business College Club)

2020 – 2024

- Content writing · Report drafting · Club activities · Student initiatives · Communication skills

Lawyers Committee in Asir Region – Saudi Bar Association

Jul 2023– Sep 2023

- Legal event support · Volunteer coordination · Data analysis · Content creation · Community outreach

Saudi Center for Commercial Arbitration – International Commercial Arbitration Moot

Oct 2022 – May 2023

- Legal drafting · Oral pleadings · Arbitration training · Advocacy · Case preparation

HONORS & AWARDS

Saudi Center for Commercial Arbitration – 6th Int'l Moot

- Arbitration Panel participation · Certificate of Appreciation

Riyadh
(2024–2025)

King Khalid University – 5th Int'l Moot |

- Best Claimant Oralist (Top 5 of 900) · Certificate of Appreciation

Abha
(2022–2023)

SKILLS

Hard Skills

- Microsoft Word (Legal Templates & Formatting)
- Microsoft Excel
- Microsoft PowerPoint
- Legal Document Management Systems
- E-filing & Court Submission Systems
- Typing Speed: 50+ WPM
- Digital Archiving
- Zoom (Client Meetings & Hearings)
- Microsoft Teams (Internal Coordination)
- Google Meet

PROFESSIONAL ATTRIBUTES

- Critical Thinking
- Client Communication
- Attention to Detail
- Professional Ethics
- Problem Solving
- Leadership & Teamwork

LANGUAGES

- **Arabic:** Native
- **English**