

Mohamed

Samir

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Nationality: Egyptian

D.O.B.: Jul. 27.1991

Place of Residence: Jeddah , KSA

Professional Experience

Legal Advisor

AL Bassami Group, Jeddah, Saudi Arabia

5/2021/ Present

- Attend meetings.
- Research legal matters and provide written and oral analysis.
- Lead alongside the Contracts Manager negotiations with suppliers, subcontractors and/or stakeholders on legal and contractual matters.
- Explain the law and give legal advice.
- Offer legal representation at arbitration or mediation hearings and engage in negotiation
- Drafting correspondence, agreements, “ Fidic Contracts , tenders contracts ,contracts forsale of land , employment contract ,service contract including spare parts ,Marketing Agreement , Contracts of Public works, supply contracts , concession Agreement ,lump-sum contract ,unit price contract , costplus fee contract, guaranteed maximum contract ,sliding scale fee contract , sub-contracting contracts , Draft, review, and negotiate a variety of corporate agreements and legal documents.
- Conduct legal research and provide analysis on corporate legal matters.
- Provide Legal support to the various internal departments
- Advise on corporate governance and regulatory compliance issues.
- Coordination of disputes and claims, including managing external counsels
- Manage external legal firms as required in relation to litigation matters, including litigation strategy, dispute resolution, and court appearances
- Evaluate potential litigation risks and provide proactive advice to mitigate legal exposure
- Maintain accurate records of legal actions, settlements, and court proceedings , follow up and keep track of all legal cases and update the progress of each case .
- Create a report showing the pending , in Progress and finalized cases with the final result of them and present them to the management
- Assist in resolving employment disputes and represent the company in negotiations with employees, unions, or regulatory authorities when necessary
- Stay updated on labor laws and regulations to ensure company policies and practices remain compliant
- Conduct legal research and analysis to support the company's decision – making process
- Prepare regular reports and updates for senior management and the Group General Counsel on legal matters, status of ongoing cases, and key legal risks

Legal Advisor

Bridge House Law firm, Khobar, [Saudi Arabia](#)

09/2018 / 09/2020

Senior Legal Associate

Sherif Mahmoud Law firm: Cairo, Egypt
Farag Fathy Farag .Cairo, Egypt

08/2015-08/2017

08/2014-08/2015

Legal Associate

Citadel Consultancy: Cairo, Egypt

01/2014-7/2014

Languages & Achievements

- Arabic – 1st language
- English 2nd language
- Represented Ain Shams University at Price E. Monroe Moot Court Competition the International
- Officially Elected Representative Student by the college 2010/2011.

Education

Bachelor of Laws (LLB)

Faculty OF Law English Department, Ain Shams University, Cairo, Egypt.

Grade: Good

Diploma in Private Law & international Trades ‘Master’s Degree

Courses and Certifications

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|---|-----------|
| Legal Writing Course: Ain Shams University Arbitration Center | 2016 |
| Faculty of law student union | 2008-2012 |
| Oral Advocacy Course: Ain Shams University | 2012 |
| Contract Legal Drafting Course: Ain Shams University | 2013 |
| ICDL. | 2012 |

Technical Skills

Parallel to the fact that I have passed the preparation course and the examination of International Computer Driving License (ICDL) certified by Microsoft and recognized by UNESCO focusing on proficiency in: Microsoft office (Word, Power Point, Excel, Access), Windows, Internet, and IT, I do have skills with regard to legal translation, formal e-mailing, database management and needs analysis .

Personal Hobbies & Features

Being addicted to Reading, Puzzles, Photography, Internet and watching TV (Documentaries), helps me firmly improve my skills, including; English, Computer, Creativity, Social Media and General knowledge. Also contacting most kinds of people and clients throughout my career life has allowed to me gain many skills. For instance, Verbal Communication, Flexibility, Formal e-mailing, Commercial Awareness, Resilience, Self-Motivation, Negotiating & Persuading, Integrity, Professionalism and Confidentiality Maintenance ,member of the association resalaa ‘volunteerwork .