

# Faisal Mohammed Binsuhaym

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FAISAL BINSUHAYM

Saudi Arabia

## SUMMARY

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As a graduate of Saudi Electronic University with a Bachelor's Degree in Law, I have developed strong expertise in Legal Research, Contract Drafting, Litigation Management, and Legal Drafting and Documentation. Along with my technical knowledge, I have honed essential soft skills such as communication, problem-solving, and time management, allowing me to effectively contribute to the legal field. I am committed to delivering high-quality legal services and continuously enhancing my skills to meet the demands of the profession.

## EXPERIENCE

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### Asas Al-Thiqa Law and Legal Consulting Company | Saudi Arabia

Trainee Lawyer | August 2024 – Present.

- Assist in drafting legal documents such as contracts and legal memos.
- Provide support in preparing legal cases and research related to applicable laws and regulations.
- Follow up on legal procedures in courts and judicial authorities under the supervision of lawyers.
- Participate in providing legal consultations and working on resolving various cases with the legal team.

Legal Specialist | September 2023 – May 2024.

- Provided legal consultations and resolved legal issues related to applicable laws and regulations.
- Reviewed and drafted legal contracts to ensure compliance with local and international laws.
- Followed up on legal cases and represented the company before courts and relevant judicial authorities.
- Developed legal policies and internal procedures to ensure compliance with laws and regulations.

## EDUCATION

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### Saudi Electronic University | Saudi Arabia

Bachelor's Degree in Law | GPA: 3.71/4 – With Excellent | August 2024.

## OTHER

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### ● Certifications & Courses:

- English Language Course | Bayswater College Liverpool | November 2024 – February 2025.
- Insurance Types Course | July 2022.
- Completion of Legal Systems and Regulations Track | Dorooob | March 2021.
- Labor Culture Course According to the Saudi Labor Law | February 2021.
- Advancing Racial Justice and Equity Through Quality and Safety | Harvard Medical School.
- Global Skills Certificate | Bayswater College Liverpool.
- Training Certificate in Contract Negotiation and Drafting | Maaref Platform.
- Course on Building Administrative and Organizational Structures and Regulations | Sadeem Platform.
- Certificate in Labor Investigation Procedures | Taibah University.
- Introduction to Insurance Fundamentals Course | Dorooob.
- Anti-Money Laundering Course | Dorooob.
- Attendance Certificate for the Seminar on "Board of Grievances Judiciary" | Tafaqquh Platform.
- Financial Literacy Course | Social Development Bank.
- Creative and Innovative Thinking Development Course | King Abdulaziz University.
- Decision-Making Course | Dorooob.

### ● Volunteering:

- Leadership of the Law Club | Saudi Electronic University.

### ● Achievements:

- Certificate of Appreciation for preparing and completing the club's plan | Saudi Electronic University.
- Certificate of Appreciation for dedication and persistence | Saudi Electronic University.
- Certificate of Appreciation for my distinguished participation in the International Commercial Arbitration Competition | Saudi Center for Commercial Arbitration – Saudi Electronic University.

### ● Hard Skills:

- Legal Research.
- Contract Drafting.
- Data Analysis.
- Litigation Management.
- Legal Writing.
- Legal Risk Assessment.
- Legal Drafting and Documentation.
- Proficiency in Microsoft Office.

### ● Soft Skills:

- Communication.
- Problem-Solving.
- Attention to Detail.
- Time Management.
- Critical Thinking.
- Negotiation skills.
- Collaboration and Teamwork.
- Flexibility and Adaptability.

### ● Languages: Arabic, English.