

[FULL NAME]

Law Graduate

[Street Address], [City, State, Zip Code] | [Phone Number] | [Email Address] | [LinkedIn Profile URL or Portfolio Link]

Highly motivated and diligent Law Graduate with a strong academic record and foundational legal skills acquired through coursework and a legal internship. Proficient in legal research, case analysis, and drafting legal documents. Eager to apply a solid understanding of legal principles to a demanding role and contribute effectively to a legal team.

EXPERIENCE

2019 – Present

Legal Intern | Al-Saad & Partners Law Firm | Riyadh, SA

- Conducted comprehensive legal research on a variety of cases, summarizing findings for senior attorneys.
- Assisted in the preparation of legal documents, including case briefs, memos, and court filings.
- Maintained and organized case files, ensuring all documentation was up-to-date and easily accessible.
- Attended court hearings and client meetings to observe legal proceedings and client communication.

EDUCATION

May 2018

Bachelor of Laws (LL.B.) | King Saud University | Riyadh, SA

GPA: 3.8/4.0

Relevant Coursework: Saudi Labor Law, Commercial Law, Civil Procedures, International Law, Legal Ethics

SKILLS

- **Legal Skills:** Legal Research, Case Analysis, Legal Writing & Drafting, Contract Review, Compliance, Due Diligence

- **Technical Skills:** LexisNexis, Westlaw, Microsoft Office Suite (Word, Excel, PowerPoint), Legal Case Management Software
- **Soft Skills:** Critical Thinking, Communication, Attention to Detail, Problem-Solving, Teamwork