

SAMARA E. SARKIS
Jbeil, Blatt Street
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Marital status: Single
Nationality: Lebanese
Date of Birth: 20 January 1984
Place of Birth: Batroun – Lebanon

EDUCATION

Bachelor of law, 2008 Lebanese University- Jal El Dib, Lebanon
Lebanese Baccalaureate, 2003 Collège de Mayfouk - Lebanon

PROFESSIONAL EXPERIENCE

Legal Officer

- *International Rescue Committee (IRC)*

September 2016- Present

Responsibilities and Duties:

- Identify legal needs in the field and provide on-site counselling to refugees and Persons of Concern.
- Representation of refugees/ persons of concern in relevant Courts (for birth registration, marriage registrations etc.)
- Deliver information sessions on protection, rights and entitlements, legal status, statelessness and other issues as dictated by the field.

- *Association Justice and Mercy (AJEM).*

(October 2009 – August 2016)

Responsibilities and Duties:

- Conduct interviews with prisoners and give him a legal counselling.

- Follow-up the judicial files in the courts.
- Coordinating with multidisciplinary team.
- Filing and reporting.

- *International Rescue Committee*

October 2016-Present

- Identify legal needs in the field and provide on-site counselling to refugees and Persons of Concern.
- Representation of refugees/ persons of concern in relevant Courts (for birth registration, marriage registrations etc.)
- Deliver information sessions on protection, rights and entitlements, legal status, statelessness and other issues as dictated by the field.

SKILLS AND QUALIFICATIONS

Work Skills

- Good knowledge of Lebanese Laws.
- Good knowledge of human rights.
- Time management skills.
- Ability to work in a fast paced and dynamic environment.
- Ability to work under stress and with a complete team work.
- Good negotiation skills.
- Good problem solving skills.

Training

1. Time: September 2013

Place: Tunisia

Title of Training: Mena Regional Forum for Monitoring of Places of Detention and Prevention of Torture

Training Institute: Danish Institute Against Torture (DIGNITY).

2. Time: December 2014 and May 2015

Place: Jordan

Title of Training: Mena Regional Forum for Monitoring of Places of Detention and Prevention of Torture.

Training Institute: Danish Institute Against Torture (DIGNITY)

Computer skills

- Microsoft: Word, Excel.
- SPSS

Languages: Arabic, English and French.