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OBJECTIVE

I am a holder of a master degree in law, looking for a challenging job that will allow me to contribute with my education, certifications and experience to the growth of the organization, while giving me the opportunity to gain new knowledge and experience, and to develop communicational and legal skills.

EDUCATION

International Legal English course(professional English) CAMBRIDGE University
press : self-study

Jan2013-Dec2015: Master's Degree in Legal Data Processing and Intellectual Property: SAGESSE University, Faculty of Law.
Dissertation: "The well-known trademarks in national and international laws". (published Zain law publishers)

Sep2008-Jul2012: Diploma in Lebanese Law
SAGESSE University, Faculty of Law.

May2008: Graduated from "Notre Dame des Apotres" school, New Raouda Lebanon.
Branch: Literature and humanities.

EXPERIENCE/TRAINING

Dec2017-till present: IHS towers of strength, Kuwait, Zain company, Shuwaikh.
In-house legal consultant (legal novation specialist)

- Civil law (lease contracts)
 - Reviewing the agreement for the sale and purchase of the tower business of mobile Telecommunications company. (The purchase of the towers the passive equipments then lease back to other companies for installing their active equipments(colocation)).
 - Reviewing the lease contracts between the landlord and the tenants and the assignment and sublease of the latter to a specified party. (The novation).
 - Reviewing the ground of lease novation agreement for the towers sites.

- Compliance: my duty on this part was to make sure all the legal documents are available for the sites so we can ultimately complete the novation consent and reviewing their legality.(legal due diligence)
- Entering the informations related to the landlords whether they were government, cooperation, club, society, individual in the sites profile log sheet for ultimately making the payments.
- Reviewing the BTS (build to suit) agreements and the colocations agreement.

Apr2016-Aug2017-: Kabalan & Associates- law firm, Kantari, Lebanon
Inhouse legal consultant

- Commercial law (Corporate law):
 - Registered the minutes of meetings of the board of directors and of the ordinary and extraordinary general assembly and the commercial circular for a joint stock company. And obtained true copy of the latter before the commercial registry of Beirut and Mount Lebanon (Baabda).
 - Registered a certificate of registration for a branch foreign company in Lebanon and obtained true copies of it before the commercial registry.
 - Registered a document related to the appointment of a new attorney and the revocation of the former attorney for a branch foreign company in Lebanon after obtaining the true copy of it before the notary public in Beirut.
 - Obtained a certification concerning the status of the company.
- Lawsuits (cases in the law office)
 - Assisted the lawyers in many legal researches for lawsuits in many fields: [civil law (lease, real estate law, aviation law, commercial law (corporate and intellectual property law, bankruptcy law), criminal law)].
 - Reviewing the lease contracts related to the petrol field between the landlord and the tenant and the sublease of the latter.
 - Wrote a request to appoint an expert.
 - Wrote a legal notice to a tenant regarding a rent agreement.
 - Wrote a written memorandum as oral pleading before the criminal judge of Mount Lebanon.
 - Wrote a legal complaint before the public prosecution of Mount Lebanon.
 - Worked on legal lawsuits and wrote many legal actions related to them.
 - Assisted the managing attorney of the office in a wide research in the corporate field for a group of companies on an international scale through the commercial registry, specifically to know who is the CEO and CFO and board of directors and shareholders and attorneys for each company, ultimately knowing who is the ultimate shareholders in all the companies.
- Committee Anti – Corruption and Committee for Anti- money laundering and Terrorism.

- Assisted the lawyers of the law firm in drafting the guidebook for anti corruption and bribery and anti money laundering and combating the financing of terrorism.
- Study: compliance with the Lebanese laws for a Greek company.

Nov2012-Nov2013: Sader & Associates, Advocates & Legal Consultants-Dekwaneh, Leb
Paralegal

- Submitted applications for Trademark registration and renewal.
- Submitted applications entitled reporting and undertaking for a registration of a trademark on the responsibility of the owner.
- Submitted applications for cancellation of a trademark.
- Submitted an application for the assignment of trademarks and the merger of companies.
- Conducted and participated in raids for the purpose of seizing counterfeit products related to the intellectual property fields.
- Updated the legal cases related to intellectual property. (Ongoing legal actions and new legal actions).
- Submitted application to re-obtain a lost certificate of a registered trademark.
- Reviewing and commenting on the franchise agreements and the computer programs agreements, in general all the agreements related to Intellectual property in its two branches industrial property and literature and artistic property.

Certificates

Aug2014:

- World Intellectual Property Organization, successfully completed the “WIPO Advanced Training of Trainers Program” on effective intellectual property asset management by small and medium-sized enterprises (SMEs).

June 2013:

- World Intellectual Property Organization, successfully completed the “WIPO Training of Trainers Program” on effective intellectual property asset management by small and medium-sized enterprises (SMEs).

Jan2012-May2012:

- Inter-University Course on international Criminal Law and procedure - The Hague, Netherlands and Beirut, Lebanon in cooperation with T.M.C Asser Institute and the Special Tribunal for Lebanon.

COMPUTER SKILLS

Microsoft windows, Microsoft office (word, excel, PowerPoint, Access).

LANGUAGES

Arabic: Mother tongue.

French: Very advanced spoken and written.

English: Very advanced spoken and written.