

# Yara Wakim

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## Objective:

- Having worked extensively for the past years in the Dispute resolutions before the Lebanese Courts, on enforcement of judgments, agreements and Promissory Notes as well as banking and financial disputes; in addition to my experience in corporate and commercial transactions and legal issues; I believe today that my skills and interests can meet your requirements in your firm and its clients.

## Professional Experience:

### ▪ Law Offices of Naoum Farah

Corporate assistance for: LBCI (Lebanese Broadcasting Company International sal) - Companies representing notorious luxury cars - leading companies in hospitality, real estate, oil and gas, etc.  
Hazmiyeh, Lebanon June 2016 - till date

#### Legal Advisor: (Corporate and commercial)

- Drafting agreements and legal opinions in various kinds of commercial transactions and legal issues including media and advertising, employment, real estate and hospitality, commercial agencies and franchise in varied sectors of business such as automotive, medical, pharmaceutical and para-pharmaceutical.
- Advising on restructuring and reorganization of companies.
- Incorporation of Joint Stock and Limited Liability companies, drafting By-laws and various minutes of meetings for companies, including increase of capital and transformation of legal form of companies.
- Handling meetings with clients.

### ▪ “Université Saint Esprit de Kaslik” (USEK)

Jounieh, Lebanon Spring Semester 16

#### Instructor

- Lecturer of “Travaux Dirigés Droit des biens”.

### ▪ Maroun Zein Law Offices, Banking Law Firm

Legal assistance for: HSBC, Near East Commercial Bank, Credit Bank, Standard Chartered Bank  
Beirut, Lebanon September 2011 - February 2016

#### Legal Advisor (commercial and litigation):

- Drafting Summons, Warnings, Agreements, Mortgage Agreements, Loan Agreements.
- Drafting By-Laws, Minutes of Meetings, Submissions for courts, foreclosure requests.
- Drafting legal opinions notably on financial and banking issues, reviewing Agreements.
- Taking in charge litigation cases.
- Following up of foreclosure proceedings before the Executive Bureaus.
- Attending court hearings, sessions for sale by Public Auctions, creditor's session before the Supervising Magistrate of bankruptcies.

### ▪ Uthman Arakji & Associates Law Offices

Beirut, Lebanon September 2010 - August 2011

#### Legal Advisor:

- Drafting Summons, Warnings, and all kind of Submissions.
- Following up of legal cases related to commercial, criminal, civil, rent, labor law.

## Resume Of Professional Qualifications

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- Taking in charge litigation cases.
- Following up of attachment proceedings (execution and sequestration).
- Attending court hearings and expertise.

### ▪ **Chadi Salameh Law Offices**

Beirut, Lebanon July 2009 - August 2010

#### Legal Advisor:

- Drafting By-Laws, Minutes of Meetings.
- Drafting Agreements, Summons, Warnings and all kind of Submissions.
- Taking in charge litigation cases. Registration of Trademarks and Lebanese websites.
- Following up of legal cases. Attending court hearings and expertise.

### ▪ **Albert Melki Law Offices**

Beirut, Lebanon April 2007 - June 2009

#### Legal Advisor:

- Taking in charge litigation cases.
- Following up of legal cases.
- Attending court hearings and expertise.
- Drafting Summons, Warnings, all kind of Submissions.

### ▪ **Elie Melkane Law Offices**

Legal assistance for: HSBC

Beirut, Lebanon August 2005 - March 2007

#### Legal Advisor:

- Taking in charge litigation cases.
- Following up legal cases.
- Following up recovery cases and attachment proceedings.
- Attending hearings and auctions.

## Education

- 2007-2009 Masters in Business Administration and diploma in Management Studies from ESCP-EAP  
Thesis: "Identification and assessment of compensation arising from termination of Commercial Agency's Agreement." **Ecole Supérieure des Affaires (ESA)**
- 2004 Bachelor of Laws. University "Saint-Esprit de Kaslik", Lebanon
- 2000 Lebanese Baccalaureate (Experimental Sciences) **College Frères Maristes Champville (Lebanon).**

## Languages & Computer Literacy

- Fluent in Arabic, French & English (read, written & spoken).
- Microsoft Office.

## Personal info

- Born in December 1981, Lebanese, Single.

## Interests

- Dancing courses, jogging, gym, reading, supporter of Animals Lebanon (nonprofit association for Animal welfare).

## Other

- Member of the Beirut Bar Association since October 2006 (*Avocat à la Cour* since January 2011).
- Member of the Committee of the Municipality of Lebaa, Jezzine.