MALEEHA ALOTAIBI

Riyadh, Saudi Arabia | +966 555201830 | malalotaibi@ksu.edu.sa

# Education

* Bachelor Degree from King Saud University, Faculty of Law and Political Sciences, Law Department. GPA 4.33 out of 5 (2006-2010).
* Current LLM student at Emory University, School of Law (2016).

# Work Experience

* Teaching Assistant at Private Law Department, Faculty of Law and Political Sciences, King Saud University (2010-currently).
* Supervisor of Skills Development Unit, Faculty of Law and Political Sciences, King Saud University (2013-2015).
* Academic Advisor at Faculty of Law and Political Sciences, King Saud University. (2012-2015).
* Member of Commission of the Alternative Examination, Faculty of Law and Political Sciences, King Saud University (2010-2015).
* Practical training at Banque Saudi Fransi, Riyadh, Kingdom of Saudi Arabia (2010).
* Member of the Alumni Association of Faculty of Law and Political Sciences at King Saud University (2009).

# Courses and Workshops

* Administrative Leadership Development Course (4/6/2014).
* Self-Improvement Course(26/4/2014)
* English Skills Program (1/9/2013- 1/1/2014).
* How to Use Classifying References’ Software Course (15/12/2013).
* Time Management Course (8/12/2013).
* Intensive English Program, Indiana University Bloomington, United States of America (19/6/2012- 20/11/2012).
* The Methodological Principals of Drafting Contracts Legally Workshop (11-12/4/2009).
* Analyzing Legal Documents Course (27-28/12/2009).

**Achievements**

* Participating in organizing Prospecting Administrative Consultation Workshop, Riyadh Chamber of Commerce (3/1/2010).
* First Award in a competition held by Law Club and Faculty of Law and Political Sciences’ Research Center for legal researches. The winning research is under the title (Trademarks: Guarantees and Legal Protection) (2010).
* Participating in the Skills Requirement for King Saud University’s Students Workshop, Deanship of Skills Development, King Saud University (15/4/2009).
* Participating in organizing The First Scientific Conference for Students of Higher Education in Kingdom of Saudi Arabia at King Saud University (10-11/12/2009).

**Interests**

* Mediation in Commercial Disputes.
* Women’s rights in Saudi Arabia.
* Legal rights awareness.
* Community services.
* Academic advancement.

**Skills**

* Research skills.
* Team working.
* Flexibility.
* Working under pressure.
* Fast learning.
* Using computing and Office package skills.