



Curriculum Vitae
Eman Yonus AL Rifai
Legal Consultant

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Bio-data:

Full Name : Eman Yonus AL Rifai
Nationality : U.A.E.
Date of Birth : 15/10/1980
Marital Status : Single
Religion : Muslim
Current Position : Legal Consultant/Partner - Pan-Globe Advocates and Legal Consultants
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Career Profile:

A brief description of my character and life experience could be summarized in the following:

Self confident, strong believer in being an active team member, enthusiastic, goal achiever, friendly, adopted to high business ethics to reach the apex of my professional career. A talented, skilled and qualified legal consultant with more than ten years of diverse legal experiences

My positive attitude towards changes, people and willingness to learn gives me the confidence to acquire more skills and pursue a bright uprising career

CAREER OBJECTIVE:

Seeking a challenging position fully utilizing my training experience and creative ability to make appositve contribution towards the growth of the organization leading to career advancement, willing to work as a key player in challenging, creative environment with committed and dedicated people

Career at a Glance:

Legal Consultant/ Advocate licensed and registered with Dubai Ruler Office and UAE Ministry of Justice having 7 years experiences in advocates and legal consultancy as well as litigation before competent courts of all grade (First Instance/ Appeal/Cassation, Supreme Court). Experienced and familiar with all civil, commercial, labor and sharia laws, international laws and human right codes.

Academic Background

- Bachelor of law – Faculty of Law – University of Sharjah – Sharjah UAE – 2005
- Master – Execution of Arbitration Procedures, Faculty of Law – University of Sharjah – Sharjah UAE – 2013

Employment History in Brief:

From 2012 To Date:

Post : Legal Consultant/Partner

Employer : Pan-Globe Advocates and Legal Consultants, a UAE leading legal firm

From 2005 To 2012:

Post : Legal Consultant/Advocate

Employer : Jaafar Alwan, Al Jazziri & Co Advocates and Legal Consultants Dubai - UAE

Brightening Professional highlights :

- Founder Member of International Gulf Organization (IGO), a non-profitable organization founded in 2012 by a group of UAE Legal Consultants/Advocates to promote the concepts and laws of the human rights and raise the awareness of the public in UAE about the laws and their legal rights in the various walks of the life.
- Since 2012, nominated as Legal Consultant with the UN Human Right Organization
- A member of the Legal Committee of Al Ahli Sports Club – Dubai UAE
- A member of Advocates Hopes Group of Dubai Chamber of Commerce & Industry
- Selected by the Court of His Highness Ruler of Dubai as the Excellent Female Advocate for the Year 2010/2011
- Participated in Arab Arbitration Forum held in Kuwait – 2008
- Participated in several social media programs and events including but not limited to:
 - o People & Law Program – Noor Dubai Radio (Female Advocates in UAE)
 - o Sharjah Morning Program (Consumer Protection) Sharjah TV
 - o Family in the Field Program (The Irresponsible & Indifferent Spouse) Sharjah TV
- Attended the training programme for new lawyers by the Judicial Training and Studies Institute – Ministry of Justice from Nov. 2005 to May 2006: Courses are listed below:
 - Practical application and pleadings.
 - Medical responsibilities and its implications.
 - Evidence in the islamic sharia crimes.
 - Law of evidence and contradictions.
 - Arbitration.
 - Criminal procedures law.
 - Labour law.
 - Civil transactions law.
 - Advocacy law and lawyer offices administration.
 - Civil procedures law.
 - Personal affairs law.
 - Commercial transactions law.
 - Administration law & administration contract.
 - Legal consultants.

Professional strengths:

- Strong written and oral communication and analytical skills.
- Ability to grasp complex areas of law rapidly and accurately.
- Exhibiting sound practical judgment.
- Ability to work as a member of multi-disciplinary team.
- Ability to equilibrate priorities and organize work effectively to meet deadlines.
- Maintains high professional standards at all times.

- Ability to operate well with corporate professionals.
- Energetic individual with unusual initiative.
- Commitment to outstanding performance.
- High level of discretion and confidentiality

Key Responsibilities and legal skills

- Handle with all various laws such as contract laws, criminal laws, civil laws labour laws, commercial laws, as needed.
- Preparing legal briefs, drafting memos, developing arguments, investigation, and testimony to prepare for case presentation.
- Advising the clients regarding to their legal positions, business transactions involving stockholders, internal affairs, officers, directors, and corporate relations.
- Composing all the paperwork as required, for the company.
- Attending court sessions if in case of any filed case against the client, also attending experts sessions and investigations sessions.
- Conducting researching, interviewing clients and handles other required details in trial preparation.
- Supervising and coordinating subordinate legal personnel's activities.
- Interpreting rulings, laws, and regulations for businesses and individuals.
- Preparing drafts for trusts, wills, gifts, transfer of assets, and other documents.
- Conferring with co-lawyers with specialist in field of lawsuit to set up and verify roots for legal proceedings.
- Well versed in all administrative procedures and routines in courts, public prosecutions and all jurisdiction bodies
- Good knowledge in MS office applications
- Excellent Language Ability of Arabic and good in English
- Meeting the clients and arranging the proper procedures for their best interests.
- Attending the hearings in the court on the behalf of the clients.
- Monitoring, on a daily basis, the status of cases and updating the clients.
- Appearing in front of civil and criminal courts.
- Filing police complaints and following up the same with the police station and the related procedures with the public prosecution.

Interests/hobbies

Reading, Sports & Travelling