



Personal Data

First Name : Hawra A.Redha Hameed ALSHaikh
Personal Number : 880503661
Marital Status : single
Date of Birth : 4 - May - 1988
Nationality : Bahraini
Address : House 3206, Road 448, Block 1204, Hamad
Town - First roundabout
Telephone : 36505100
Other Phones : 39179180 - 36744140
E-mail : war-of-justice@hotmail.com

ACADEMIC QUALIFICATIONS

University / Institute	Degrees	Faculty	From - To
University of Bahrain	BS	College of law	2006-2010

Grade
3.48

University / Institute	From - To
Hamad town secondary girls school	2003-2006

Grade
92.4

PROFESSIONAL COURSES

Year	Course Description	rank	Place , Authority
2012	Intensive program on advocacy, written pleading ,oral pleading &contracts drafting	7th out of 79 participants	Judicial and legal studies institute

LANGUAGES

	Speak			Read			Write			Understand		
	Excel	Good	Fair	Excel	Good	Fair	Excel	Good	Fair	Excel	Good	Fair
Arabic	*			*			*			*		
English	*			*			*			*		

EMPLOYMENT RECORD

1.

Dates of employment (Month , Year) From : April 2013 To : until now	Name and title of immediate supervisor Mrh Law Firm
Exact title of my position Trainee lawyer	Duties 1. Advocacy 2. written pleading 3. oral pleading 4. contracts drafting 5. clients meeting

2.

Dates of employment (Month , Year) From : November 2011 To : February 2013	Name and title of immediate supervisor Abdulla Alsakran Law Firm
Exact title of my position Trainee lawyer	Duties 1. Advocacy 2. written pleading 3. oral pleading

	4. contracts drafting clients meeting
Dates of employment (Month , Year) From : july2009 To : august 2009	Name and title of immediate supervisor Ministry of Justice and Islamic affaires
Exact title of my position Trainee notary	Duties <ol style="list-style-type: none"> 1. notary of selling & buying contracts 2. notary of memorandum of association of companies 3. Approval of indebtedness

Computer skills

- 1-Office Software Word , Excel , Power Point
- 2-Install and update the various programs
- 3-Coordination and scheduling
- 4-Data entry (Arabic – English)

Others

- 1- Winning the first place in the exhibition of projects and students innovations the first 3-4novembar 2010
- 2- Participate in conference of your vision achieved by your hand which rose in the University of Bahrain in 2010.
- 3- Participate in the first law symposium at the University of Bahrain in April 2008.

Career goals

To join a professional team and high – level and so as achieve and pass the challenges of working and getting more of the administrative responsibilities to develop management skills and process.