



## Contacts

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📅 8 Aug 1991

## Applications skills

- **MS Word**
- **MS Excel**
- **MS PowerPoint**

## Languages

- **Arabic : Native**
- **English : Good**

## Personal skills

- **Reliable.**
- **Leadership.**
- **Hard worker.**
- **Problems handling.**
- **Time Management.**
- **Strong communication skills**
- **ability to deal with different levels of people.**

# Asma Ibrahim Ramadan Ghoneim

Appellate Lawyer

Look forward to improve my performance career to make effective change to my organization . where my skill will be enhanced and developed In order to deliver the best result .

## ▶ Education

### ▪ Faculty of Law

Alexandria University

Graduation Year | 2013

## ▶ Experiences

### ▪ Appellate Lawyer | Feb 2202 to present Freelance.

**Duties & responsibilities:-**

- Working as a legal consultant establishing companies and factories doing all their legal work appearing before the courts of the State Council.

### ▪ Primary lawyer | Jan 2017 – Feb 2022 Freelance.

**Duties & responsibilities:-**

- Practiced my own business and specialized in all cases and doing all the procedures of taxes, insurances, commercial register and traffic.

### ▪ General Schedule lawyer | Apr 2014 - Jan 2017 At Shaima Saeed Law Firm.

**Duties & responsibilities:-**

- Trained on All office work.
- Attendance in front of the prosecution and police departments.

## ▶ Courses & Training

### ▪ Ic3 course | 2020

The Coursera platform.

### ▪ Human development course | 2020

The Edraak platform.

## ▶ Hobbies

- Reading
- Traveling
- Sports