

Mohammed El Shirbeeni Mohammed El Ameer  
Al Ain - UAE

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### Professional Summery

Over 10 years of rich experience in Civil Litigation, Corporation, Wills & Estates, Negligence, Family Court, Bankruptcy, Criminal Field in UAE.

### Objective

Behaving as per organization requirement and serve the company utilizing my professional skills by gain experience to achieve target with high regards to quality and safety.

### Education

- Bachelor of Law, May-2005, (Al-Monofiya University)
- Secondary School Certificate Abdul Azeem Al Busati, (Dumietta, Egypt)

### Training

- 6 months in 2009, Trainee, in Human Resource Science in Ein Shams University (Cairo, Egypt).

### Work Experience

United Entraco Contracting Co. L.L.C –, Al Ain-UAE, *2010 Oct till 2020 Dec – Legal Advisor*

### Job Functions:

- 1) Contributes to formulate and develop legal strategy, plans and budget for the legal department to ensure

the legal policy guidelines implementation and adherence.

2) Provides internal legal advisory services on legal matters related to Joint Venture, mergers, registration of new companies or liquidations...etc., to ensure that the corporate activities are in line with the applicable laws.

3) Works on legal matters such as new agreements, reviewing existing agreements, establishing new companies, issue necessary documents to meet the requirements of multinational laws & maintain the international companies correct legal position.

4) Maintains custody of legal documents to ensure copyright handling.

5) Provides a legal advice on the potential liability, in order to take necessary steps to control the company exposure.

6) Assists HR on revising employment contracts to facilitate the recruitment or dismissed of employees and to insure its conformity to UAE Labour Laws.

7) Contribution on establishment of legal guidelines for tenders and review all commercial contracts that company enters to ensure its interest are safe guarded.

8) Formulate, provide, advise and / or review all contracts agreements between the company, third parties and new joint ventures to ensure that the company's interest is protected and the best

commercial position maintained. To ensure the company's interests are fully protected and redress of grievance obtained.

9) Control the transparency and the relationship between company & CMA and other Governmental bodies to protect shareholders interest and ensure the full compliance with the law.

10) Lead the company SIDF loans, submit application, answer SIDF inquiries, prepare all legal documents required for loans, mortgage companies' assets against loans and finally obtain free interest loans.

11) Direct control, prepare, responds and lead the legal action and legal proceedings to help and improve the collection of the receivables and defend the company's interests.

12) Provide professional, written and oral, legal advice to the executives and offices to reasonably complex legal and legal policy issues.

13) Provide training on legal issues to the Legal Department officers to make sure that they are fully qualified to represent company and to act accordingly.

### **Studied Courses**

- Civil Law.
- Criminal Law.
- Administrative Law.
- Islamic Law.
- Personal status Of Non-Muslims.
- International Law.
- Political Systems.

- Constitutional Law.
- Penology.

### Skills

- Good communication skills and logical thinking
- Able to adapt with rapid changes
- Hard worker and good team player
- Self-motivated
- Able to trace the way of problems & troubleshoot shortly.

### Languages

- Arabic (Native)
- English (Very Good in Speaking, Listening, Reading & Writing)

### Personal Information

- Nationality: Egyptian
- Date of Birth : 02/10/1984
- Valid UAE Driving License
- Residency Visa & able to transfer.

### References

References are available upon request.