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Name	Mohamed Mahfouz Mahmoud
The job	Legal counsel
Date of Birth	01/05/1986
Driving license	Kuwaiti driving license
Type of stay	18
Place of residence	Kuwait
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Work experience

- **Legal counsel** at Senyar International Real Estate Company
From 20/06/2021 until now
- Legal counsel at Aswar Gulf Real estate company
AL Sheikh Khaled Al-Sabah from 01/09/2019 till 30/05/2021.
- Legal counsel at Magic Home Real Estate Company
From 07/08/2014 to 30/08/2019.
- Legal Researcher at Apache Motors
From 01/10/2013 to 07/06/2014.
- Legal Researcher at Eureka Electronics
From 01/01/2012 to 09/30/2013.
- Legal Researcher at Abdul Hameed Al-Essa Company
From 01/09/2009 until 30/12/2012.

scientific certificates:

- Bachelor of Laws, Ain Shams University, batch of May 2008.
- Registered as a working member of the Egyptian Bar Association since 2008.
- Restricted to the lists of the International Arbitration Board's advisors from 2015.

Personal skills:

First: Legal Department:

- 1- Providing legal opinion on all matters and legal issues to ensure the achievement of the company's interest.
- 2- Experience in real estate disputes
- 3- Experience in investment contract disputes
- 4- Experience in executing court rulings on the validity and enforceability of the sales contract
- 5- Providing legal support to all company departments.
- 6- Attend the meetings of experts.

- 7- The presence of the investigations police stations.
- 8- Implementation of judicial decisions in all departments of the implementation of the Ministry of Justice} {companies & individuals.
- 9- Review all ministries and government bodies.
- 10- Full knowledge of the organizational structure of the companies and their establishment and adjusted.
- 11- Interpret and clarify the material provisions of the law and to work out the various departments.
- 12- Formulation of both lawsuits (Newspapers + book Memoirs of Defense + writing alarms + Performance Command +... etc.).
- 13- Drafting all types of contracts {contractors subcontracts + supply contracts + sell + rent ... etc.}.
- 14- Stomach review all contracts and agreements by the company and modify the text in order to achieve the company's interest.
- 15- Debt collection.
- 16- Experience in dealing with customers.
- 17- Fully aware using the computer.

Second, credit and collection:

1. Develop rules and regulations necessary for the contract with the customer and follow-up on an ongoing basis to ensure their accuracy.
2. Review the credit provided by the customer documents and validated to preserve the rights of the company and partners.
3. Follow-up collection and contact the customer.
4. Work with the team to complete all required works quickly and accurately.

Third: Administrative and Personnel Affairs:

- 1- Preparing the minutes of the board of directors and the minutes of the general assembly of all kinds.
- 2- Amending and renewing all types of commercial licenses.
- 3- Full knowledge of the Kuwaiti labor law in the private sector.
- 4- Full knowledge of how to apply the labor law within the company.
- 5- Full knowledge of how to calculate the labor dues of the company and the employee.
- 6- Preparing the necessary administrative forms for administrative affairs and personnel affairs.
- 7- Conducting an administrative investigation for employees who violate the sanctions regulations and the labor law, and inflicting the appropriate penalty.

We ask God for success...