



Elsa Jarrouche

Legal trainee, Junior legal Counsel,
Legal advisor

Kfarzbouna Street, Jbeil, Lebanon

✉ elsajarrouche@hotmail.com

D.O.B : April 15th 1999

🔗 [linkedin.com/in/elsa-jarrouche-0504221b6/](https://www.linkedin.com/in/elsa-jarrouche-0504221b6/)

📞 (+961)71 314463

Professional Profile

Detail-oriented Legal trainee in good standing 2 years of experience conducting through legal research. Organized and logical professional who clearly presents expertly supported evidence to resolve cases and negotiate settlements. Diligent and goal-oriented, with a respect for imposed deadlines. Capable of handling and delivering sound and strategic legal solutions to individuals and businesses.

Skills

- Commercial Awareness
- Communication Skills
- Detail-oriented
- Time Management
- Legal Research and Analysis
- Legal Writing
- Negotiation Skills
- Teamwork
- Leadership
- Work well under pressure

Career Summary

👤 Legal trainee

2020-Present

📁 AAA law practice

Performing research and write memoranda, managing case files, providing and drafting legal advices, contracts opinions for Clients. Taking care of duties such as filing, assisting with preparation for trials, hearings, and depositions, attending client meetings and keeping the department and the business at large informed on new laws, regulations, and industry trends that affect the business as well as assisting with the development of policies and training as necessary.

Education

👤 Bachelor in Law (LLB), Master 1 in Private Law

2018 – 2021

🏛 Holy Spirit University of Kaslik- USEK

👤 Rosary Sisters school

2002 – 2017

🏛 Lebanese Baccalaureate in economics and social science

Competencies

IT Skills

Microsoft Office
Microsoft Excel
Internet Research
Legal Research

Languages

Arabic-Native
language
English- Fluent
French- Fluent

Additional Skills

- DALLOZ DATABASE
- SADER
- LEXISNEXIS
- ICC DIGITAL LIBRARY
- IDREL
- GLOBAL ARBITRATION REVIEW

Certificates

- DELF B2
- Cambridge certificate of proficiency in English

References available on request
