



Salibadawi Uon

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POSITION Junior Associate
LOCATION Phnom Penh, Cambodia
NATIONALITY Cambodian
LANGUAGES Khmer and English

SUMMARY OF EXPERIENCE

I have experience in commercial disputes involving arbitration procedures and proceedings under the rules of the National Commercial Arbitration Centre (NCAC). In addition, I have assisted with corporate and investment matters, including company registration, drafting corporate documents and commercial agreements, conducting legal research, and advising on regulatory compliance under Cambodian laws.

PRACTICE GROUP(S) General Corporate & Investment

MEMBERSHIP(S) N/A

PROFESSIONAL EXPERIENCE

HBS Law – Junior Associate
May 2026 – Present

- Assisting in corporate and commercial legal matters, including company incorporation, amendment, and regulatory compliance
- Drafting and reviewing legal documents, including Articles of Incorporation, shareholder resolutions, commercial agreements, and corporate correspondence
- Conducting legal research and preparing legal updates on Cambodian laws and regulations
- Providing comprehensive legal research and analysis for case studies and legal updates on Cambodian laws
- Translating legal and commercial documents between Khmer and English

National Commercial Arbitration Centre (NCAC) – Legal Assistant
March 2025 – 2026

- Officer in charge of Arbitration service (drafting legal documents and supporting arbitration proceedings in accordance with applicable procedures and rules)
- Officer in charge of the Membership Department (reviewing and processing membership registration applications for arbitrators, legal entities and mediators to ensure compliance with organizational requirements and standards, assisting the Membership Committee and issuing renewal certificates.)
- Officer in charge of Marketing Working Group (responsible for designing materials on the Canva platform and preparing posts for social media)
- Assisted senior legal officer in administering arbitration cases such as drafting legal documents and memoranda
- Provided comprehensive legal research and analysis for case studies and legal updates on Cambodian laws
- Assisted in administrative and financial tasks (organizing events and seminars and issuing receipts and invoices)
- Supported the drafting of many different types of legal document.

Start Up Community School (Start Up) – Administration

July 2023 – 2024

- In charge of Customer service (handling customer inquiries, providing information, and ensuring quality service)
- In charge of Cashier (handling cash transactions, processing payments, and issuing receipts)
- Responsible on Check-in and Check-out of employees (managing employee check-in and check-out records, NSSF and ensuring compliance with Cambodia labor law)
- In charge of Stock Controlling (monitoring stock in and out, transferring stock to other campuses and providing monthly stock reports)
- Assisted on Training Staff (advising new staff regarding cashier duties, internal rules and system operations in the institution)

QUALIFICATIONS

Bachelor in law, BaRoyal University of Law and Economics, Cambodia, 2025
Bachelor in International Relation, Pannasastra University of Cambodia, Year 3
Diploma in English, Pannasastra University of Cambodia, IFL English-Program, 2023

HOBBIES

Badminton, Soccer, and Listening to Music