**I. PERSONAL DATA**

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| **1. Family name:** Zhakayeva | **5. Sex:** Female |
| **2. First name:** Leila | **6. Date of birth:** 03-03-1960 |
| **3. Maiden name:** -------- | **7. Place of birth:** Karaganda (Republic of Kazakhstan) |
| **4. Middle name:** -------- | **8. Nationality:** Kazakh |
|  | **9. Any other nationality:** ------- |

**II. MANDATE - SPECIFIC COMPETENCE**

**1. QUALIFICATIONS**

- Doctor of Law by specialty “Constitutional and municipal law”. I defended my doctoral thesis on "The constitutional process in the Republic of Kazakhstan: theoretical and legal issues" in 2008 in the Dissertation Council of the Moscow State University (Moscow, Russia).

- In the thesis, monographs and other publications I consider theoretical and applied problems of constitutional rights’ implementation.

- I possess high communicative skills in Russian (oral and written).

**2. RELEVANT EXPERTISE**

- At present, I work as a deputy of analytical department’s head of the Supreme Court of the Republic of Kazakhstan.

- Participate in the drafting of normative resolutions of the Supreme Court and scientific research in the field of judicial activities.

- In the work I use the international legal acts that define the principles and international standards of justice and materials of international organizations as well.

- Give lectures on the course "The constitutional foundations of justice" at the Institute for Justice of Academy of State Administration under the President of the Republic of Kazakhstan (in refresher courses of judges).

- Has published two monographs and more than 80 articles on the implementation of the constitutional legislation, including the publications in the field of human rights.

**3. ESTABLISHED COMPETENCE**

- Has carried out monitoring of legislation, expertise of laws’ drafts (including on the ratification of treaties and humanitarian human rights). This competence has been gained by working as a senior research associate at the Institute of Legislation of the Ministry of Justice, a senior assistant of Attorney General, and as an advisor to the Chairman of the Senate (2009-2013).

- On behalf of these government bodies I wrote expert conclusions on applications to the Constitutional Council.

- Worked as an expert on regulatory resolutions of the Constitutional Council of the Republic of Kazakhstan on April 13, 2012 № 2 "About official interpretation of Constitution norms of the Republic of Kazakhstan on the calculus of the constitutional deadline."

- Has participated in many scientific and practical conferences. One of the recent: "Judicial Reform in Russia: Past, Present and Future" (Moscow State University. Moscow, December 2, 2014).

**4. FLEXIBILITY**

- Ready to carry out effectively stipulated functions, including participation in the sessions of the Human Rights Council and the General Assembly, business trips, preparation of reports, interaction with stakeholders.

**III. MOTIVATION LETTER**

I graduated from the Faculty of Law and a postgraduate study of Moscow State University named after M.V. Lomonosov (1982, 1987).

Scientific degree - Doctor of Law; an expert in constitutional, administrative and municipal law.

I defended PhD thesis (1988) and doctoral dissertation (2008) in Dissertation Councils of Moscow State University under the guidance of Doctor of Law, professor S.A.Avakyan.

At present, I work as a deputy of analytical department’s head of the Supreme Court of the Republic of Kazakhstan.

Labour activity since 1982:

- Associate Professor, Head of a chair, a senior researcher of the Karaganda State University;

- Chief scientist of the Institute of Legislation / Ministry of Justice of RK;

- Senior Assistant of Attorney General of RK;

- Advisor to the Chairman of the Senate of RK.

I have more than 80 scientific publications in Kazakhstan and foreign editions, including works on humanitarian human rights.

The author of 2 monographs: 1) "The constitutional process in the Republic of Kazakhstan: theoretical and legal issues" (Karaganda, 2006), 2) "Procedural forms in the constitutional law of Kazakhstan" (Moscow, 2008); the author of the scientific and practical Commentary to the Constitution of the Republic of Kazakhstan (Almaty, 2010), Commentary to the Constitutional Law "On elections in the Republic" (Astana, 2015).

I possess the knowledge in the legal framework of the UN, Human Rights Council, international legal acts on human rights and international standards of justice.

I apply in practice the knowledge of the norms and principles of international law, including in the field of human rights:

- In the expertise process of drafts of laws, codes and other normative legal acts;

- During the preparation of expert conclusions on applications to the Constitutional Council;

- During the preparation of drafts of the Supreme Court’s normative resolutions.

I have experience of analytical work obtained in the course of scientific research on constitutional law and related fields of law, as well as in monitoring of legislation and the development of draft legislation.

I have the skills in writing the draft laws, normative regulations, information, reports and other written documents on the basis of the study of the legal framework and practice of its implementation.

I have considerable experience of performing on human rights, international law principles (standards) of justice:

- Conducting lectures and special courses on constitutional law at the Law Faculty of Karaganda State University, Kazakh Humanitarian Law University;

- Lecturing on international law and the constitutional foundations of justice in the Institute of Justice / the Academy of State Administration under the President of the Republic of Kazakhstan;

- Making presentations at more than 40 conferences, including 25 international, organized with the participation of international organizations.

**IV. LANGUAGES**

**Arabic:** No

**Chinese:** No

**English** – Yes

**Read:** Not easily

**Write:** Not easily

**Speak:** Not easily

**French:** No

**Russian** - Yes

**Read:** Easily

**Write:** Easily

**Speak:** Easily

**Spanish:** No

**V. EDUCATIONAL RECORD**

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| --- | --- | --- |
| **Name of degree and name of academic institution:** | **Years of attendance:** | **Place and country:** |
| Lawyer, Moscow State University named after M.V. Lomonosov | (1977-1982) | Moscow (Russia) |
| Candidate of Legal Sciences, postgraduate study in Moscow State University named after M.V. Lomonosov | (1984-1987) | Moscow (Russia) |

**VI. EMPLOYMENT RECORD**

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| --- | --- | --- |
| **Name of employer, functional title, main functions of position:** | **Years of work:** | **Place and country:** |
| Associate Professor, Senior Researcher, Head of a chair of Karaganda State University | (1982-1997; 2000-2009) | Karaganda, Kazakhstan |
| Senior Assistant of a district prosecutor | (1997-2000) | Karaganda region, Kazakhstan |
| Chief Researcher of the Institute of Legislation / Ministry of Justice of RK | (2009) | Astana, Kazakhstan |
| Senior Assistant of Attorney General of RK | (2009-2011) | Astana, Kazakhstan |
| Advisor to the Chairman of the Senate of Parliament | (2011-2013) | Astana, Kazakhstan |
| Deputy Head of the analytical department of the Supreme Court of the RK | (2013- ...) | Astana, Kazakhstan |

**VII.COMPLIANCE WITH ETHICS AND INTEGRITY PROVISIONS**

1. No obstacles that could affect the objective and complete view of the information received.

2. No factors that have a direct or indirect impact on the independent exercise of duties.

3. No reasons and circumstances that may affect the honest performance of the duties.

4. No obstacles (inconsistencies) on the specified criteria.

5. No obstacles. In case of conflict of interest it is necessary to leave the job.