

ADRIAN D. DEVANO

09954829004

Devanoadrian66@gmail.com

Balatucan Panitan, Capiz



OBJECTIVES

Detail-oriented Legal Editor with a strong foundation in legal research, analysis, and editorial standards, seeking to contribute expertise in legal field, development and compliance to a dynamic legal team. Adept at interpreting complex legal documents, ensuring accuracy and clarity, and supporting legal professionals with high-quality output. Committed to upholding legal integrity and enhancing the accessibility of legal information.

SKILLS

- Proficient in drafting legal documents such as contracts and affidavits
- Adequate Knowledge of Laws, Jurisprudence, and Legal Principles
- Excellent verbal/written communication skills
- Confident, articulate and professional speaking abilities (and experience)
- Excellent in speaking in public, to groups, or via electronic media
- Focused, versatile, dependable, multi-task oriented, flexible, emotionally stable
- Knowledgeable of Microsoft Office programs especially MS Word, MS PowerPoint, and MS Excel
- Proficient in using any electronic media platforms
- Internship experience in related fields
- Time management
- Possess strong commitment to team environment dynamics with to contribute expertise and follow leadership directives at appropriate times
- Knowledgeable of using Canva
- Dynamic, results-oriented problem solver
- Excellent common sense, judgment, and decision-making abilities
- Compiling of data and facts
- Able to adapt effectively to challenging and emergency situations
- Proficient in Drafting Legal Documents
- Knowledgeable in the conduct of Legal Research

Work Experience

Legal Editor

- Reed Elsevier Philippines (RELX) – Shepard’s
-Primarily do case law analysis for Federal District Court Cases in the United States of America

April 8, 2024 – Present

Clinical Legal Education Program- Apprenticeship 2

- College of Law- Central Philippine University
-Helps and assists in the preparation and drafting of pleadings and other legal documents

June 2022 – May 2023

Clinical Legal Aid- Apprenticeship 1

- College of Law- Central Philippine University April 2020- Aug 2020
-Assists and conducts legal research for the Supervising Attorney

On-the-job training assistant secretary

- Hall of Justice City Prosecutor's Office, Roxas City June 2017 – December 2017
-Assist in the preparation of Information in criminal cases and aids with Assistant
Prosecutor in the conduct of preliminary investigation and inquest proceeding

EDUCATION**HIGHSCHOOL**

- FILAMER CHRISTIAN UNIVERSITY 2013

COLLEGE

- FILAMER CHRISTIAN UNIVERSITY 2017
-BACHELOR OF ARTS IN POLITICAL SCIENCE

POST GRADUATE

- CENTRAL PHILIPPINE UNIVERSITY 2023
-JURIS DOCTOR

CHARACTER REFERENCES

Atty. Aila Rae B. Endonilla

- Dean- College of Law
- Central Philippine University
- 09209269895

Atty. Liza Lyn S. Lamason

- Asst. Dean- College of Law
- Central Philippine University
- 09228952305

Erik Emil Espanola

- Legal Analyst
- Reed Elsevier
- 09212712595