



**MUNARHANDARU**  
Bekasi, Indonesia  
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## **WORK EXPERIENCES**

### **MR Pangaribuan & Partners**

#### **Paralegal**

**May 2021 – Present**

- Assist lawyer in litigation cases
- Assist lawyer in preparation of documents including the drafting, reviewing and amending materials
- Attending to clients
- Conducting legal research

### **Arianto & Partners**

#### **Internship**

**March 2021 – April 2021**

- Research about legal cases
- Assist lawyers in solving legal cases in timely manner
- Actively participate and work with the team in client engagements

### **Luna Dental Rehabilitation**

#### **Management Specialist**

**March 2018 – June 2020**

- Identify continuous improvement of business plan
- Manage relationship with key business partners
- Review monthly financial report

## **EDUCATION**

### **Atma Jaya Catholic University – PERADI**

**September 2022 – October 2022**

Pendidikan Khusus Profesi Advokat (PKPA)

### **Atma Jaya Catholic University**

**September 2013 – October 2019**

Law, GPA: 3.16

## **ORGANIZATION EXPERIENCES**

### **Law Festival, Atma Jaya Catholic University**

**May 2017**

Basketball Event Department

### **Law Sport Day, Atma Jaya Catholic University**

**April 2017**

Basketball Event Department

## **AWARDS**

### **2<sup>nd</sup> Place, Law Sport Day Basketball Competition**

**April 2019**

Atma Jaya Catholic University

### **1<sup>st</sup> Place, Abascamp Basketball Competition**

**April – May 2017**

Atma Jaya Catholic University

### **3<sup>rd</sup> Place, National Basketball Competition**

**April 2016**

Padjajaran University, Bandung

### **1<sup>st</sup> Place, National Basketball Competition**

**October 2015**

Pancasila University

### **3<sup>rd</sup> Place, Triball Qui Audet Adipiscitur 3 on 3**

**June 2015**

Trisakti School of Tourism

## **SKILLS**

**Industry knowledge:** Law.

**Tools and technology:** Microsoft Office.

**Languages:** Bahasa and English.