



DIOZ THIMOTEUS TOGATOROP

Legal Staff, Human Resource
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Jakarta, Indonesia

I am a Law graduate from the University of Lampung, majoring in Criminal Law. I am a persistent, responsible, and highly motivated individual in every process I undertake. I am highly dedicated and able to act in accordance with the values, norms, and ethics of the organization in my personal capacity. I also possess the ability to communicate information clearly, coherently, and completely. I am also proficient in Microsoft Office and possess skills in drafting legal documents. I am committed to continuous learning, self-development, and making the best contribution at every opportunity. I am interested in a career in law to make a real contribution to the application of the knowledge I have learned.

EDUCATION

LAMPUNG UNIVERSITY (Bachelor of Law, Law Faculty)	Aug 2022 – Jan 2026
- GPA: 3.98/4.00 (Cum Laude Predicate). - Delegate of the Lampung University Internal Moot Court Competition 2022. - Tutor for the University of Lampung Internal Moot Court Competition 2024.	
GADJAH MADA UNIVERITY (Student Exchange Awardee MBKM)	Feb 2024 - Jun 2024
GPA: 3.75/4.00.	
PENDIDIKAN KHUSUS PROFESI ADVOKAT (PKPA) PERADI	Apr 2026 - Now

ORGANIZATIONAL EXPERIENCE

PUSAT STUDI BANTUAN HUKUM (PSBH) – Staff of Moot Court Division	Aug 2022 - Des 2025
FORUM MAHASISWA HUKUM KRISTEN – Staff of General Partnership Division	Mar 2023 - Mar 2024

INTERNSHIP EXPERIENCE

SOPIAN SITEPU AND PARTNERS LAW FIRM	Jul 2025 – Aug 2025
Legal Research: Conducted in-depth legal research on laws, regulations, and case precedents to support ongoing cases and provide relevant legal opinions. Case Study and Analysis: Reviewed case files, analyzed legal issues, and assisted in developing legal strategies based on facts and applicable laws. Accompanying Advocates: Assisted and accompanied advocates during court hearings and client meetings, while observing litigation procedures and client handling. Preparation of Legal Documents: Drafted and reviewed legal documents such as contracts, legal opinions, agreements, and court submissions under supervision. Administrative Support: Organized case files, managed legal documentation, and ensured all records were properly maintained for easy access. Client Support: Helped in preparing materials for client consultations and ensured clear documentation of meeting outcomes.	

ACHIEVEMENT

- Successfully conducted legal research that contributed to case preparation and supported advocates in building legal arguments. - Assisted in drafting and reviewing legal documents, enhancing accuracy and legal writing skills. - Gained practical exposure to court proceedings and client interactions, enhancing understanding of litigation processes. - Demonstrated strong attention to detail by organizing and managing case files efficiently. - Improved analytical and critical thinking skills through case study and legal issue analysis. - Developed professional communication skills through involvement in client meetings and team discussions.	
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SKILLS

Language Skills: Bahasa Indonesia (Native) and English (Intermediate level). Soft Skills: Good problem solving, critical and analytical thinking, leadership, good time management, fast work, attention to detail, adaptability, initiative, Integrity, good communication, collaboration and teamwork. Hard Skills: Microsoft Office (Word, Excel, Powerpoint).	
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