

# Joseph Delorino

441 San Juan Street, Barangay Cawayan, Catarman Northern Samar

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## Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

## Education

- **University of Eastern Philippines** 2017-2020  
Bachelor of Arts in Political Science  
1.96
- **Northern Samar Colleges** 2021  
Professional Teaching Certificate Program  
With High Honor
- **University of Eastern Philippines - College of Law**  
Juris Doctor  
82 Units

## Achievements & Awards

- College Leadership Award
- Student Council Leadship Award
- CAC-OSS Service Award
- Best Quantitative Study

## Eligibility

- Licensed Professional Teacher

## Trainings

- TESDA NCII Holder
- Paralegal Comprehensiveness Legal Writing

## Experience

- **Office of the Vice Mayor** December 2021 - July 2022  
Office Staff
- **Integrated Bar of the Philippines** July 3, 2023 - Present  
Senior Administrative Assistant

## Skills

- Writing Court Pleadings
- Office Management and Secretariat Services
- Verbal and Written Communication
- Planning and Organizing
- Records Management

- Computer knowledge and skills
- Film Making and Graphic design
- Knowledge and Familiarity in Laws and legal terms
- Liquidating
- Technology and trend awareness
- Trainable
- Self-supervising
- Time management
- Public speaking
- Diversity awareness

## Reference

- **Atty. Jonathan D. Loberio - Integrated Bar of the Philippines**  
President  
athan\_loberio@yahoo.com  
+639213571188
- **Dr. Daphne D. Balanon - Office of Student Services**  
OSS Coordinator  
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