



LUCY INDRIASTUTI

BACHELOR OF LAW

PROFILE

Graduated from the Faculty of Law, University of Indonesia. Lucy has a strong background in Criminal and Civil Procedure Law. At university, she has been active in internship programs, projects, and organizations that helped her gain an excellent skills and experiences. Currently, she is looking for a full time position in the legal industry.

CONTACT DETAILS:

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EDUCATION

University of Indonesia

Faculty of Law (2017 - 2022)
GPA: 3,41

PROJECTS AND EVENTS

- "Pengorganisasian Komunitas Pesantren dan Gereja terkait Isu HKSR dan KBG di Jawa Barat 2022" Rutgers WPF Indonesia and Youth Activism Rumah Cemara (Executive Coordinator)
- "Peluncuran Catatan Akhir Tahun LBH Bandung 2021" LBH Bandung (Master of Ceremony)
- "Diskusi Hak Seni Juang 2021" Suar Nusantara (Moderator)
- "10th Business Law Competition Piala Hafni Sjahrudin 2019" (Vice Head of Contract Drafting and Negotiation Competition)
- "PEMILU FH UI 2018" (Secretary)
- "National Moot Court Competition Mutiara Djokosoetono X 2018" (Staff of Legal Document)
- "United Nations SDG's Action Campaign 2018" (Staff of Publication & Documentation)

INTERNSHIP EXPERIENCE

Kemal Maruszama & Partners Law Firm

Legal Secretary | July 2022 - Present

- Assisting lawyers in handling criminal and civil cases.
- Writing, drafting, and editing legal document.
- Preparing and participating meeting with client.

Djokosoetono Research Center (DRC) FH UI

Research Assistant | May 2021 - Present

- Assisting researchers on various research projects and events.
- Assisting editors to manage publishing journal in Indonesia Law Review (ILREV).
- Master of Ceremony (MC) in several focus group discussion.

Legal Aid Institution (LKBH - PPS UI)

Paralegal | Sept 2020 - Jan 2021

- Assisting lawyer and client in court.
- Participating in consultation with client.
- Drafting legal documents.
- Answering legal questions on Hukum Online platform.

Ministry of Finance of Republic Indonesia

Legal Departement | Jul 2019 - August 2019

- Cross-checking on draft of ministry regulations.
- Reviewing company complaint.
- Writing daily meeting reports.

ORGANIZATIONS

- Youth Activism Rumah Cemara | 2021 - Present
- Law Student's Association for Legal Practice (LASALE FH UI) | 2018
- Scientific Legal Research Association (LK2 FH UI) | 2018
- Progressive Student Union (SEMAR UI) | 2018

SKILLS

- Legal Research
- Legal Writing
- Legal Drafting
- Public Speaking
- Microsoft Word
- Microsoft Power Point