

DEREK LEUNG

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OBJECTIVE

Excel in the field where jurisprudence complements technology

EXPERIENCE

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| <i>Discovery Services Analyst</i> | Day Casebeer Madrid Batchelder, LLP | 4/2008 – current | Cupertino, CA |
| <ul style="list-style-type: none">› transferred departments at the request of the Managing Partner so that the Firm can better utilize my technical background in blueprinting a newly reconstructed, technology-centered discovery sector that ultimately optimizes attorney and paralegal billables› provide guidance in restructuring current backend electronic discovery identification, gathering, and review preparation› sculpt an eventual full-blown Concordance replacement in order to more proficiently and securely manage integrated digital documents in the best interests of the Firm's clients on a per case basis | | | |
| <i>Legal IT Specialist</i> | Day Casebeer Madrid Batchelder, LLP | 8/2005 – 4/08 | Cupertino, CA |
| <ul style="list-style-type: none">› substantiate warroom networks utilizing secure VPN PIX connections on numerous occasions (4 trials and 7 hearings)› administrate data mining and analysis of digital documents stored on removable media, corporate servers, and detached hard drives during the legal discovery processes and Markman proceedings› initiate a massive migration of physical servers onto a VMotion powered VMWare ESX platform powered by EMC storage area network and iSCSI protocols to increase technological utility, create sandbox test systems, reduce disaster downtime costs, free users from geographical limitations, provision quicker hardware upgrades, and shrink IT expenditures | | | |
| <i>Website Developer</i> | Incore Group, Inc. | 2/2005 – 2/06 | Laguna Hills, CA |
| <ul style="list-style-type: none">› maintain and update listings of properties currently being sold by the real estate agents through script integration as well as development and reoptimization of HTML code› initiate CRM to increase agent productivity, slash operational costs, and contour client interaction | | | |
| <i>Trailer Documents Specialist</i> | LoanCity, Inc. | 7/2005 – 8/05 | San Jose, CA |
| <ul style="list-style-type: none">› facilitate retrieval and correction of discrepancies in outstanding closed title policies and deed of trusts/mortgages | | | |
| <i>Legal Clerk</i> | Law Offices of Clement Cheng | 3/2005 – 6/05 | Fountain Valley, CA |
| <ul style="list-style-type: none">› prepare, file, and docket patent and trademark applications for state and federal courts filings› assist in drafting summary judgment motions to dismiss and to compel production of documents› organize and track pertinent case documents, court actions, and depositions by converting them into digital format onto a network server for easy accessibility by attorneys | | | |
| <i>Website Layout Designer</i> | Savesome.net | 11/2004 – 2/05 | San Jose, CA |
| <ul style="list-style-type: none">› streamline custom layout designs utilizing HTML, CSS, and CGI foundational code in establishing and moderating postings to amplify scope of profitability with affiliate networks | | | |
| <i>Loan Officer Assistant</i> | Ida Chan, Bank of America Corp. | 6/2001 – 9/01 | Lafayette, CA |
| <ul style="list-style-type: none">› resolve inconsistencies within routed clientele data with custom built ACT databases | | | |

EDUCATION

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| <i>University of California at Irvine</i> | Graduated June 2005 |
| <ul style="list-style-type: none">› Bachelors of Arts in Political Science› Minor in Business Management | Dean's Honor List
3.75 major weighted GPA |

SKILLS

- Knowledge in all Microsoft Windows operating systems and their correlated hardware and network configurations
- › adept in implementing and utilizing applications varying from database management (ACT!, MS CRM, Groove, LegalKey, LiveNote, DocuMatrix, LexisNexis Concordance, iManage [Interwoven WorkSite certified], CaseSoft [CaseMap/ TimeMap certified]) to disk imaging (Symantec Ghost, Acronis TrueImage) to word processing (Adobe Acrobat, MS Office) to virtualization (VMWare ESX Server) with 80 wpm typing speed
- Proficient in conversational Cantonese