

Gary Yung

Edmonton, Alberta

Law-Related Education

University of Alberta Internationally Trained Lawyer Pathway Program	Edmonton, Canada Sep 2024 – (Jun 2025)
<ul style="list-style-type: none">• Currently competing National Committee on Accreditation (NCA) requirements at the University of Alberta under the Internationally Trained Lawyer Pathway (ITLP) program.• Courses are taken alongside current Juris Doctor students and graded on the same bell curve.	
University of Aberdeen Master of Laws in International Commercial Law with Professional Arbitration Skills (Distinction)	Aberdeen, UK 2023
University of London Bachelor of Laws (Honours)	London, UK 2021
Metropolitan School of Business and Management Advanced Professional Certificate in Applied Corporate and Business Law	London, UK 2021
London School of Economics and Political Sciences Law Summer School	London, UK Jun 2019 – Jul 2019
University of Cambridge English Law Summer Programme	Cambridge, UK Summers 2019, 2018

Law-Related Experience

H K Yung Law Office Paralegal and Office Manager	Edmonton, AB Sep 2020 – Dec 2024
<ul style="list-style-type: none">• Prepared, drafted and reviewed legal documents for several areas of law.• Managed a team of five staff.• Provided customer service, answered questions and resolved client issues	

My role also required strong organizational skills as I managed case files, coordinated schedules, and prioritized tasks to meet deadlines. This experience honed my ability to work under pressure, multitask, and effectively communicate with clients and colleagues. My proficiency in legal research and drafting, combined with my leadership in managing a team, positions me well for the responsibilities of an articling student.

Alpha Law Legal Assistant	Edmonton, AB Apr 2017 – Aug 2020
<ul style="list-style-type: none">• Drafted legal correspondence and documentation, including affidavits, court documents, and contracts.• Conducted legal research to support case preparation and court proceedings.• Maintained and organized files, ensuring all documentation was up-to-date and accessible.• Liaised with clients, court clerks, and opposing counsel to facilitate communication and case management.• Assisted in trial preparation, including preparing exhibits.	

Elections Alberta

Edmonton, AB

Deputy Returning Officer

Apr 2015

- Verified eligibility and identity of electors.
- Assisted electors with the voting process.
- Co-managed polling station with poll clerk and performed unofficial poll counts.
- Understanding of the Election Act Alberta.

Professional Memberships

- The Chartered Institute of Arbitrators, Member

Other Employment

Shoppers Drug Mart

Edmonton, AB

Cashier and Merchandiser

May 2011 – Aug 2018

- Provided customer service and resolved customer issues.
- Defused tensions with customers and others in challenged population
- Tracked stocks and sales to monitor product popularity and inventory.

Edmonton Northlands

Edmonton, AB

Banquet and Event Server

Jun 2009 – Sep 2012

- Catered to guests' dietary needs and restrictions.
- Collaborated with team to provide customer service in a fast-paced environment.

Cineplex

Edmonton, AB

Cast Member

Jun 2011 - Sep 2011

- Provided customer service to guests

Community Involvement / Extracurricular

- Member, Aberdeen University Law Society, University of Aberdeen (2022 – 2023)
- Member, Commercial Law Society, University of Aberdeen (2022 – 2023)
- Member, Mooting Society, University of Aberdeen (2022 – 2023)
- Member, Bar Society, University of Aberdeen (2022 – 2023)
- Volunteer, Amnesty International Society, University of Aberdeen (2022 – 2023)
- Social Media Coordinator, Biological Sciences Student Club, Northern Alberta Institute of Technology (2016 – 2018)
- Event Volunteer, CIBC Run for the Cure (2008 – 2016)
- Club Member/Volunteer, Edmonton Centennial Interact Club, Junior Rotary (2010 – 2012)
- Event Volunteer, Kids with Cancer Society Run (2008 – 2011)
- Volunteer, YMCA of Northern Alberta (Edmonton) (2008 – 2011)
- Fundraiser, Edmonton Eagles Hockey (2008 – 2011)

Skills and Interests

- Languages: English (native); Cantonese (fluent); Mandarin (conversational); Taishanese (Fluent)
- Cooking – perfecting Japanese curry recipe
- Baking – perfecting cookie recipe