

# Atty. MARK STEVEN CO PASTOR

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BATASAN HILLS, QUEZON CITY  
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## EDUCATION

- 2009      **San Beda College of Law - Manila**  
**Bachelor of Arts in Law**
- *Honor Roll Awardee (A.Y. 2009)*
  - *Member, Legal Aid Bureau (A.Y. 2007- 2009)*
- 2003      **San Beda College - Manila**  
**Bachelor of Science in Commerce (International Business and Entrepreneurship)**
- *Dean's List Awardee (A.Y. 2001-02; 2002-03)*
- 1999      **San Sebastian High School - C.M. Recto Avenue, Manila**
- *Silver Medalist, High School Debate Competition*
  - *Silver Medalist, High School Spelling Bee*
- 1995      **Tayug Central Elementary School - Tayug, Pangasinan**
- *Graduated 1<sup>st</sup> Honorable Mention*
  - *2nd Honors (1989-1994)*
  - *Gold Medalist, Inter-School Oration Competition (Provincial Division)*

## PROFESSIONAL EXPERIENCE

- September 2018 – Present      **Assistant Secretary for Legal Affairs**  
**DEPARTMENT OF TRANSPORTATION (DOTr)**
- May 2018 – January 2019      **Officer-in-Charge, Assistant Secretary for**  
**Administrative Service**  
**DEPARTMENT OF TRANSPORTATION (DOTr)**
- December 2015 – August 2018      **Partner, THE LAW FIRM OF YANGCO AND PASTOR**  
**(Unit 1102-A 11th floor West Tower, Philippine Stock**  
**Exchange Centre, Exchange Road, Ortigas Center, Pasig City)**
- *Specializes in litigation and appellate practice*

- *Handles criminal, civil, corporate, special proceedings, tax, labor, election, procurement, and administrative cases*
- *Supervises the Associate Lawyers and Paralegals*
- *Corporate Secretary of multiple companies*
- *Appears before the regular courts, the Office of the City/Provincial Prosecutor, the Sandiganbayan, the Commission on Elections (COMELEC), the Court of Tax Appeals (CTA), the National Labor Relations Commission (NLRC), the Department of Justice (DOJ), and the Bureau of Internal Revenue (BIR)*
- *Drafts and reviews various pleadings and contracts*
- *Drafts deeds, letters, affidavits, and other legal documents*
- *Prepares, manages, and implements case and trial plans*
- *Evaluates cases and prepares recommendations in the form of legal memoranda and opinions*
- *Conducts presentations before clients and colleagues*
- *Represents and assists clients in negotiations*
- *Provides legal advice to clients*
- *Prepares witnesses for trial*

January 2011 – November 2015

**Senior Associate Lawyer, YANGCO LAW OFFICES**

- *Specialized in litigation and appellate practice*
- *Handled criminal, civil, corporate, tax, labor, election, and administrative cases*
- *Assisted the other lawyers in the handling of corporate and intellectual property work*
- *Assisted the other lawyers in the handling of arbitration case law*
- *Appeared before the regular courts, the Office of the City/Provincial Prosecutor, the Sandiganbayan, the Commission on Elections (COMELEC), the Court of Tax Appeals (CTA), the National Labor Relations Commission (NLRC), the Department of Justice (DOJ), and the Bureau of Internal Revenue (BIR)*
- *Prepared various pleadings and motions*
- *Drafted and reviewed various contracts*
- *Drafted deeds, letters, affidavits, and other legal documents*
- *Evaluated cases and prepared recommendations in the form of legal memoranda and opinions*

- *Conducted extensive legal research and investigative work*
- *Participated in planning case strategies*

June 2011 – March 2012

**Professor (Tertiary Level),  
SAN BEDA COLLEGE - MANILA**

- *College of Arts Sciences, Accounting Department*
- *Taught Board Exam Subject “Partnerships and Corporations”*
- *Academic Year 2011 to 2012 (Third Year College Students)*

October 2009 – December 2010

**Associate Lawyer, BOHOL, BOHOL II JIMINEZ  
LAW OFFICES**

- *Performed the same tasks and duties in the immediately above-enumeration*

October 2002 – March 2003

**Practicum Trainee, COCA COLA BOTTLER’S  
PHILIPPINES, INC.**

- *Performed managerial and supervisory work, prepared multiple financial reports*

**SKILLS AND CHARACTERISTICS**

- **Fluent in oral and written English and Filipino, including Ilokano Dialect**
- **Patient, flexible, embraces learning, well-driven, focused, can work under pressure, with great sense of responsibility**

**AFFILIATIONS AND MEMBERSHIP**

- **Free and Accepted Masons of the Philippines (Agno 75)**
- **Executive Council Member, San Beda Law Alumni Association (2014)**
- **Integrated Bar of the Philippines – Quezon City Chapter**
- **San Beda College of Law Legal Aid Bureau Member (2009)**
- **San Beda Bar Operations Member (2007, 2008)**
- **Chair for Special Projects and Events, San Beda College Management Society (2002-2003)**

**TRAINING SESSIONS AND SEMINARS ATTENDED**

March 2016

**MANDATORY CONTINUING LEGAL EDUCATION  
COMPLIANCE NO. V-0015594\*03-07-2016**  
University of the Philippines, College of Law

January 2013

**MANDATORY CONTINUING LEGAL EDUCATION  
COMPLIANCE NO. IV-0011447\*01-15-2013**  
University of the Philippines, College of Law

August 2010

**THE ESSENTIALS OF LAW PRACTICE MANAGEMENT**  
Quezon City Chapter, Integrated Bar of the Philippines

**PERSONAL INFORMATION**

**Date of Birth : November 28, 1982**                      **Height : 5'11**  
**Citizenship : Filipino**                                      **Weight : 197 pounds**  
**Place of Birth : Tayug, Pangasinan**  
**Religion : Roman Catholic**  
**Civil Status : Married**  
**Admitted to the Philippine Bar: 2010**

**REFERENCES**

**Available upon request**

