

MSc. Ana Catalina Calvo Díaz

Law Professional

PROFESSIONAL PROFILE

Law career professional.

With the capacity to perform adequately in all branches of Law, as well as in his legal practice, in such a way that he can present and contribute with peaceful, effective and fair solutions to the conflicts of Costa Rican society, with a clear and concrete vision of the national and international reality and with a humanist mission.

Person with an excellent attitude and dedication to service, dynamic, patient, punctual and organized, noted for his ability to work as a team, quick learning ability and adaptability.

PROFESSIONAL SKILLS

- Legal management
- Legal development
- Administrative management
- Civil liability
- Conflict resolution
- Investigation and development
- Projects management
- Bargaining power
- Meticulous and structured
- Organizational climate
- Language English C1

CONTACT INFORMATION

- San José, Costa Rica
- Tel. (506) 8354 5939
- Email. catycalvo4408@gmail.com

ADDITIONAL INFORMATION

 [Ana Catalina Calvo Díaz](#)

PROFESSIONAL EXPERIENCE

English / Grammar Teacher
Universidad Fidélitas
2021 - 2022

- Design and implement English learning situations according to the career.
- Select the most appropriate learning activities.
- Mediate and monitor student learning.
- Use different teaching methods to facilitate student learning.

Professor of English
Universidad Autónoma de Centroamérica
2017 - 2020

- Design and implement learning situations of a foreign language.
- Evaluate student learning.
- Involve students in controlling their learning.
- Carry out activities of comprehension and oral and written expression of the language.
- Select the most appropriate learning activities.
- Use ICT as support in the teaching and learning process of students.
- Mediate and monitor student learning.
- Prepare activities that encourage communicative interaction.

Translator
Juzgado de Puntarenas
2020

- Obtain the equivalents or correspondences of the original terms in the target language, pertinent to the concept used by the Author.
- Do extensive research to locate applicable terminology and develop a glossary of terms used so that they can be used in future work.
- Manage your time effectively to meet delivery times.

WEBINARS

- 2022. Labor Law-Essential Elements. Dr. Kendall Ruiz Jimenez. Aselecom Lawyers
- 2022. The Vote for Women in Latin America. International Legal Bar & Professionals Association
- 2022. Human Rights in the XXI Century. International Legal Bar & Professionals Association
- 2022. Criminalistics Applied to the Investigation of the Fact and the Linking of the Subjects
- 2022. International Defense Congress on Crimes Against Women
- 2022. International Forum, Protection of Personal Data. International Legal Bar & Professionals Association and the Baja California Legal Academy.
- 2022. International Panel, Animal Rights Debate. International Legal Bar & Professionals Association.
- 2022. The Neurosciences in the Prevention of Criminal Behaviors. Dr. Guillermo Salas Tonella. Learning Center in Forensic Sciences and Associated Expertise.
- 2022. Specialization Course on the Best Interests of Minors. Judge Victoria Salas Ruiz
- 2022. In the Light of Human Rights and their True Recognition in Jurisdictional Decisions in Costa Rica. Judge Victoria Salas Ruiz
- 2021. New Challenges of Family Procedural Law. Dr. Kendall Ruiz Jimenez. Aselecom Lawyers
- 2020. A.D.N. Congress. AIPDCR. International Association of Law Professionals.

LANGUAGES SKILLS

●●●●●
Spanish
Native

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English
C1

EDUCATION

- Bachelor's Degree of Law
Universidad Autonoma de Centroamérica | 2022
- Master of Education with an Emphasis in Teaching English
Universidad Latina de Costa Rica | 2014
- Master's in Early Childhood Education
Universidad Latina de Costa Rica | 2013
- Bachelor's Degree in Bilingual Preschool Education
Universidad Latina de Costa Rica | 2000

CERTIFICATIONS

- Professional Collegiate **N°92474**
Colegio de Licenciados y Profesores en Filosofía, Ciencias y Artes.
- Professional Group: **KT3 and MT4**
Ministerio de Educación Pública de Costa Rica
- TOEIC - International Certification: B2 (listening and reading area) and C1 (communication)

SOFTWARE SKILLS

●●●●●●●●
MS Office

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MS Excel

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MS Outlook

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Gestión en Línea

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MasterLex - File Master

ACHIEVEMENTS & COMPETENCIES

- Ability to analyze the facts they face, interpret them and understand and apply jurisprudence and regulations.
- Legal, ethical and humanistic training to assist natural and legal persons in the defense of their constitutional and legal rights.
- Mastery of the organic, functional and legal structuring of civil, commercial, financial, labor, union law procedures, etc.
- Execute the assigned activities, in accordance with the laws, policies, regulations and norms, that govern in their field.
- It implements social projection mechanisms to promote the protection and exercise of rights responsibly.
- Resolves controversies of criminal relevance to materialize justice and guarantees within the Constitutional State.

REFERENCES

- MSc. Luis Roberto Calvo Gamboa, Agricultural Engineer | Tel. (506) 8837 4365
- MSc. Ma. Victoria Salas Ruiz, Lawyer | Tel. (506) 8406 5380 / (506) 2229 5527
- MSc. Raymundo Monge Hernández | Tel. (506) 8893 8528