**ANDREW FINLAY**

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<https://www.linkedin.com/in/Andrew-Finlay>

I am a highly motivated individual pursuing a traineeship at a corporate law firm. I believe I possess the interpersonal skills, attention to detail, capacity to work effectively within time constraints and commitment to lifelong learning and development to succeed in this role. I am currently studying a postgraduate degree in Law and Finance at Trinity College Dublin to add further commercial knowledge and analytical nous to the skills developed during my undergraduate degree and recent employment experiences.

**EDUCATION**

**MSc Law and Finance –** OngoingTrinity College Dublin 2021

**BCL (Clinical) –** First Class Honours (1.1) Dublin City University 2020

**Irish Leaving Certificate** – 505 points Monaghan Collegiate School 2016

**RELEVANT EMPLOYMENT HISTORY**

**Eversheds Sutherland Ireland,** Earlsfort Centre, One Earlsfort Terrace, Dublin.

**24/09/2018 – 23/08/2019** **Job Title:** Legal Intern

I completed a full-time work placement during the third year of my undergraduate degree at Eversheds Sutherland in the Investment Funds and Financial Regulation Department. Upon completion of my initial placement period, I was retained for a further three months in the same role.

**Responsibilities**

* Assisting in the Central Bank authorisation process for numerous UCITS and AIFs, by liaising with clients and third parties, drafting and reviewing fund documentation and completing the requisite Central Bank application forms.
* Participating in the preparation of Brexit guidance to clients, by reviewing CBI, FCA and ESMA press releases and Q&A documents amongst other sources.
* Assisting in the drafting of legal advice to current and prospective financial services providers by researching the applicability of legislation such as CRD IV, MiFID II and AMLD IV to their activities.
* Actively participating in the preparation of slide decks and welcome packs for several departmental events such as Brexit briefings and regulatory updates.
* Prepared a monthly departmental bulletin updating related departments within the firm on the latest matters and developments within the practice.

**Fagan Bergin Solicitors,** 57 Parnell Square West, Rotunda, Dublin 1.

**24/05/2018 – 31/08/2018 Job Title:** Summer Intern

**09/09/2019 – Present** **Job Title:** Paralegal(part-time)

Fagan Bergin Solicitors is a general practice law firm based in Dublin. I was initially employed by the firm as a summer intern in 2018, before returning as a paralegal on a part-time basis in 2019.

**Responsibilities**

* Assisting in the progression of property law matters by liaising with involved parties, drafting letters, reviewing and drafting legal documentation, taking attendances on client meetings and maintaining case files.
* Providing administrative support to the firm’s principal solicitor on numerous family law cases by liaising with clients and opposing solicitors and compiling and updating briefs for counsel.
* I also assist the principal solicitor in numerous ancillary tasks including updating and filing records/statements, updating the case management system and ordering office supplies, as necessary.

**PERSONAL INTERESTS & FURTHER QUALIFICATIONS**

* **Mooting:** Recipient of the Best Memorial award at the 2019 National Moot at the Central Criminal Court. Runner-up in the Aoife King Moot at DCU in 2017 and semi-finalist in 2018.
* **Investing:** DCU Student Managed Fund 2017 – 2019

 Trinity College Dublin Student Managed Fund 2020 – Present.

* **Politics:** Avid interest in UK and US politics and current affairs. Member of the DCU Politics Society 2016 – 2018 and Trinity College Dublin Politics Society 2020 – Present.
* **Office Skills Proficiency:** In addition to working in an office setting for over two years, I have completed certified online courses in Windows 10, Microsoft Office 2016 and touch typing, for which certificates can be provided on request.