

Curriculum Vitae of Andrew Mc Kenna

Personal Information/ Contact Details:

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Professional work experience

Clerkin Lynch LLP: Legal intern from May 2023 – January 2024

- Assist the Solicitors in their day-to-day tasks.
- Assisting in the drafting of board minutes, shareholder resolutions, directors resolutions, share purchase agreements, summary approval procedure documents, deeds of mortgage and declarations of solvency.
- Assisting with the liquidation process for ICAV and the winding up of companies and funds.
- Responsible for drafting banking documents, such as, draft facility letters and term loan documents.
- Assisting in litigation cases by drafting letters, carrying out legal research, drafting pleadings and attending court.
- Keeping clients up to date with new relevant legal updates from the firm.
- Ad-hoc duties, including scanning and filing.

Breffni Inn Blackrock: Barman from November 2022 – February 2024 (part time)

- Barman in a busy bar.
- Managing the point of service.
- Stock taking.
- Offering top quality customer service.

Combilift Monaghan: Line technician from May 2021 – August 2022 part time

- I was based in the dispatch department of Combilift.
- Supporting the day to day running of the department.
- Dismantling of forklifts so they could go out for delivery safely.
- Managing purchasing orders to ensure all of the necessary equipment was sent on the delivery.
- Bookkeeping of relevant work orders to maintain an efficient system.

Paul Boyce and Co Solicitors Monaghan: Legal intern from June 2018- May 2019

- Supporting the solicitors by filing, taking notes, assisting with court proceedings and ensuring the solicitors had all the necessary documents at court.
- Ad-hoc duties.

Education

Dublin City University

- Master's in law (LLM general), September 2024 – May 2024.
- Commenced in September 2024 (Currently studying).

Law Society of Ireland

- Fe1 examinations
- 6 exams passed so far including Criminal (62%), Property (55%), EU (52%), Tort (58%), Company (55%) and Contract (52%).
- Sitting last two exams in October 2024 .

Dublin City University

- BA in International Relations from 2019 – 2022.
- Second-Class Honours, Grade two ranked 36th in my class.

St Macartans College Monaghan

- Leaving Certificate 2013 – 2019.
- Subjects: History H3, Maths O5, Geography H2, Biology H5, English H4, Irish H4, Economics H2
- 440 points.

Skills, Achievements and Interests

- Teamwork, legal research, legal writing, hardworking, motivated, organisation, time management, perseverance, strong attention to detail, ability to work well under pressure.
- Interests: Athletics, gym, GAA, soccer, reading, research.