

CIARÁN SWEENEY

Address: 18 Villarea Park, Glenageary, Co. Dublin.
Date of Birth: 21st May 1995
Contact Tel: Mobile: 0851110501 Home: (01) 2800016
Education: Third-Level: University College Dublin, Belfield, Dublin 4.

Law with Economics International (final year). Spent 3rd year abroad on an international exchange programme at the University of Minnesota Law School. Current GPA: 3.62/4.2 (On track for a 1.1/high 2:1 (3.68-4.20 is a 1.1, 3.08-3.67 is a 2:1))

Languages: English (Native), Irish and French (Both intermediate standard)

PREVIOUS JOBS AND PART-TIME EMPLOYMENT:

(i) Role: Summer Intern at Maples & Calder (July 2016). Location: 75 St Stephen's Green, Dublin 2

- Worked in the Finance department at Maples, on both the Aviation Finance and General Banking teams where I compiled C1 forms for Aircraft Leasing transactions that the firm was carrying out, and helped log those C1 forms onto the Companies Registration Office Filing Website, CORE
- Researched and compiled a document for the Finance team on information relating to funds, such as the differences between ICAVs and QIAIFs, and new Regulations for SMEs, for a deal that the Finance team were doing which required a knowledge of funds
- Gave a 15 minute presentation to the trainees, associates and partners of the firm, on the issue of Securitisation in Ireland

(ii) Role: Summer Intern at A&L Goodbody (June 2016). Location: 28 North Wall Quay, North Wall, Dublin 1

- Worked in the Banking department of A&L Goodbody, where I filed G5 forms as pro bono work on behalf of three different charitable organisations which sought to have the "Company Limited by Guarantee" suffixes omitted from their company names
- Filed C1 and F8 forms and compiled a Bible of Documents for a transaction that was being carried out by the Banking team. I also assisted my Associate with Legal Research for the Irish chapter of a European book on the Law of Guarantees that A&L Goodbody were asked to write
- Was awarded Best Speaker at a marketing pitch that the interns were asked to give to the partners of the firm, and also gave a presentation to the partners on the Single Supervisory Mechanism (SSM) in EU Banking Law

(iii) Role: Assistant to Judge Jacqueline Regis in the State of Minnesota District Court (January 2016-May 2016). Location: STATE OF MINNESOTA DISTRICT COURT – 4TH DISTRICT Hennepin County Government Center 300 South Sixth Street, Minneapolis, MN 55487

- Worked alongside Judge Regis' clerks to write draft opinions for the Judge on substantive legal issues
- Conducted legal research for Judge Regis with careful attention to detail for pending cases coming to the court and attended settlement conferences, motion hearings and court proceedings
- Worked closely with the Judge and her expert clerks in researching cases which greatly enhanced my legal reading and legal writing skills. I also analysed, synthesised and managed large amounts of information and evidence, distilling the key pieces of evidence and core messages
- Met strict deadlines and manage time effectively, skills which are essential to this position and thrived with being tasked with a such high level of responsibility alongside the Judge

(iv) Role: General Retail Assistant (January 2014-August 2015). Location: Spar, 1 Monkstown Crescent, Monkstown, Co. Dublin

- Worked both the till as well as stocking the shelves with the shop's back stock

- Furthered my commercial awareness from learning about product placement and the most effective ways to run a business through learning from the manager of the shop
- Learned the importance of customer care from interacting with customers every day and through this built on my communication and interpersonal skills
- Delivered front of house service to shoppers to develop customer loyalty and repeat business
- Trained new general assistants in the use of the till, stock management and presentation and managed my section to ensure sales of merchandise and minimise waste

(v) **Role: UCD Student Ambassador (August 2014-Present). Location: University College Dublin, Belfield, Dublin 4**

I was elected to be an ambassador for UCD, where I:

- Led tours of UCD for prospective students to transform interest into applications for undergraduate entry and delivered presentations to prospective students on why one should study law at UCD
- Gave presentations to parents and teachers at the UCD Sutherland School of Law Open Evenings and UCD Open Days and represented the UCD Sutherland School of Law at different events such as the National 'Higher Options' Fair to promote the University

(vi) **Role: Customer Service Representative (July 2013-August 2013). Location: Standard Life Assurance Ltd. 90 St. Stephen's Green, Dublin 2**

I worked in the Customer Service New Business Team of Standard Life where I:

- Issued letters to other Insurance companies to allow our mutual clients to have money transferred from their previous insurance company to Standard Life and drew up investment letters on behalf of brokers for their clients, informing the clients of the progress of their investment in the company
- Issued policies to first time investors in the company with Statements of Reasonable Projection for their investment

(vii) **Role: Legal Assistant to a Solicitor (June 2011-July 2012; June 2012-July 2012). Location: Thomas Montgomery & Sons Solicitors, 5 Anglesea Buildings, Georges Street Upper, Dun Laoghaire, Co. Dublin.**

- Organised files and drafts of current cases, including analysis and photocopying for preparation in court

SCHOOL AND COLLEGE ACTIVITIES AND VOLUNTEER WORK:

- **Prefect:** I was voted by students and teachers to be one of 16 prefects for the academic year of 2012-2013 in Gonzaga College.
- **Journalism:** Gonzaga Annual Editor: I was made student editor of the School Annual- "Gonzaga Record 2011" having applied for the post that same year. In August 2014, I then became the UCD University Observer's Sports Editor, where I had many articles, features pieces, match reports and interviews (including an interview with Jonny Sexton) published. I also had to edit the content of contributors before final publication and host contributor meetings.
- **Gaisce:** Obtained the 'Gaisce' Bronze award (also known as the "President's Award") after 13 weeks of sporting and volunteering activities completed throughout the year 2011.
- **Volunteer Work:** I was picked as one of 24 students to travel to Zambia, with Habitat for Humanity, to build 4 houses for the homeless in Zambia over the course of two weeks in April 2012. It was an incredible and eye-opening experience. I also took part in the Gonzaga Community Involvement Scheme from October to December 2012 where I travelled to the Fatima Mansions, Rialto and Marino for 6 weeks to give help in Maths and English to underprivileged children in these areas as part of a 'Homework Club' scheme set up for them.

REFEREES: Referees available upon request.