**Conor Dunne**

Address: Healy’s Bridge, Kilmoney, Carrigaline, Co. Cork

Tel: +353857480008 Email: conordunne1995@gmail.com

Age: 23 DOB: 12/12/1995

***Education: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

St. Francis College, Rochestown: **Leaving Certificate** – 2008 to 2014

Leaving Certificate Points = 580/625

Awarded a **Leaving Certificate Excellence Award** from UCC College of Business and Law

University College Cork: **BCL (International)** – 2014 to 2018

Degree Grade Obtained = 2.1H

Københavns Universitet; **Erasmus LL.M (Law International) –** 2016 to 2017

Result Achieved = Pass (Danish Grading System)

***Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_***

**Legal Intern, ByrneWallace, June 2019**

* Assist in researching legal queries on behalf of senior corporate practitioners
* Perform daily administrative functions, such as scanning documents, sorting post, corporate secretarial aide & organising completion bibles
* Draft letters & articles on behalf of fee earners
* Attend meetings between my senior associate mentor & her clients and draft minutes for said meetings
* Represent ByrneWallace at a number of CSR drives, such as taking part in a 5K Pride run & overseeing a primary schools tag-rugby blitz

**Legal Intern, Comyn Kelleher Tobin, October 2018 to December 2018**

* Complete daily scanning and copying tasks for the office
* Research legal issues for solicitors & partners and present said research in a concise and coherent manner
* Compile background info in one of the firm’s core practice areas
* Interact with clients and other offices on behalf of solicitors

**Legal Intern, Ronan Enright Solicitors, August 2018**

* Organise filing cabinets and add daily tasks & documents to same
* Assist in completing B1 Annual Return filings on behalf of corporate clients
* Perform secretarial role in office, taking phone calls and scheduling appointments
* Delivering letters and legal documents when urgency required

**Cashier, Boylesports Cork, May 2018 to July 2018 & Current**

* Performing regular audits and cash checks to ensure bets were taken correctly
* Keeping up to date with sporting news to discuss same with customers
* Maintain a strong knowledge of betting breakdowns, racing rules, in-store policies and procedures and applying all in a fast-paced environment

**Sales/Operations Assistant, Argos, August 2014 to May 2015 & October 2017 to December 2017**

* Operate tills & promote offers and sales to customers
* Assist in office administration and end-of-day auditing of tills

**Bar Staff, Rosie McGee’s Bar and Nightclub Copenhagen, April to July 2017**

* Operate in a high intensity setting, providing assistance to bartenders and collecting glasses
* Ensure maintenance of the bar/club by continually cleaning the area
* Run any promotional bars on weekends and engage with customers

**Customer Service Specialist, Voxpro, May to August 2016**

* Assist and advise Airbnb users about general queries with regards to reservations
* Communicate with users via phone and email while providing excellent customer service
* Educate users from various nationalities around the globe on how to use Airbnb’s website
* Act as a first point of call in the resolution of disputes between users of the Airbnb platform

***Interests/Achievements: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

* Elected **Finance Officer of the 86th Session of the UCC Law Society,** 2015/2016 and **Auditor of the 88th Session of the UCC Law Society,** 2017/2018
* Overturned a UCC Law Society deficit of over €15000 into a state of profit in my role as Finance Officer
* Awarded **Student of the Year** in St. Francis College, Rochestown in 2014
* First ever **Chairperson** of the St. Francis College Meitheal Youth Leadership Programme
* **Founder and Secretary** of the first St. Francis College Debating Club
* Vice Captain of Crosshaven Rugby Team from under-15 to under-19 whilst also featuring on the Munster Youth Panel
* Quarter-Finalist of the 1st year **Internal Moot Competition** in UCC
* Activist with the UCC Amnesty International Society in the **Free Ibrahim Halawa Campaign**
* **Music** –Passionately musical, playing both the drums and piano & taking in part in various ensembles. Appointed choir leader in St. Francis College, leading the group in several prestigious competitions in Cork
* **Charity** – Further to volunteering experience, I have raised money for the Irish Cancer Society by taking part in my university’s Relay for Life, as well as raising money for Amnesty and St. Vincent de Paul by taking part in the Jailbreak European rat-race competition in final year. Lastly, I organised a Law Society movie night for which the proceeds of the popcorn sold went to Down Syndrome Ireland
* **Travel** – Studied in Copenhagen for one full academic year as part of UCC’s Erasmus programme. I gained valuable academic & cultural experience, achieving a pass grade at LLM level while also employed in a local bar. I have also volunteered abroad, most recently as team leader of a recycling party at Roskilde festival 2019

***Referees:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

|  |  |
| --- | --- |
| ***Mr. Ronan Enright.***Principal Solicitor,Ronan Enright Solicitors,ronan@ronanenright.com+353212355443 | ***Prof. Irene Lynch Fannon,*** Lecturer, UCC School of Law,i.lynchfannon@ucc.ie+ 353214902529 |