

David Bourke

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PROFILE

Hardworking and ambitious student with a passion for Commercial and Corporate Law seeking a challenging work placement in the Commercial Sector. Highly motivated and continually looking to enhance my skill set. Outgoing personality with proven leadership, interpersonal and problem-solving skills.

EDUCATIONAL HISTORY

University College Cork, BCL

2018 - 2021

Final Results - Second Class Honor Grade 1 (2H1)

Subjects Included:

Company Law	Property Law
Commercial Law	Law of Contract
Law of Torts	Law of Equity
Employment Law	Constitutional Law

Pobalscoil na Tríonóide, Youghal

2012-2018

Leaving Certificate Result: **513 points**

Subjects include: English **H1**, Business **H1**, Spanish **H2**.

WORK HISTORY

John L Keane & Son Solicitors, Youghal

April 2021- Present

Roles and Responsibilities:

- **Gaining experience** across a broad range of sectors and types of work.
- **Assisting in drafting** documentation for lodgements in High Court proceedings.
- **Organising and preparing** documents for both large and small scale discovery.
- **Attending** at initial consultations with clients and prepared briefs for counsel for matters to be heard at District, Circuit and High Courts including the Commercial Court.

Roles and Responsibilities:

- Member of **sub-committee** to obtain **loan and grant** from **IRFU** for building of new dressing rooms and installation of new floodlights
- Keeping members and ex-pats up-to-date with news and club fundraising through social media, app notifications and club newsletters
- **Running** and **monitoring** club Social Media accounts
- **Communicating** with team and club sponsors (keeping sponsors up-to-date with club progress)
- **Documenting** communications with third parties and **collating** news for future reference

INTERESTS AND ACHIEVEMENTS

- **ICDL** – undertaking all modules in the coming months, regular use of **Word** and **Excel** for College Assignments.
- **Chairperson of the Student Council** in the year 2017/2018. This involved **communicating** with the student body, staff, teachers, and principal, **planning**, and **organising** school events and **implementing** new school policies.
- **Gaisce Bronze Award** – activities completed included a 25km walk, volunteer work, taking on a new activity and skill.
- **Golf** - Avid single-figure handicap golfer.
- Former Member of **UCC's Free Legal Advice Clinic** and enjoy attending and participating in regular clinics and information session.

SKILLS

- **Organisational:** Experienced at managing time and prioritising tasks to accomplish projects efficiently and meet deadlines. Maintained strong academic record while fulfilling part-time working responsibilities.
- **Interpersonal:** Strong team-working, leadership and supervisory skills in both formal and informal settings, through employment and club work respectively.
- **Computer:** Proficient user of Microsoft Word, Access, Powerpoint, Excel, the Internet and e-mail.
- **Driving:** Full clean license.

REFEREES

Available upon request.