**Derek Kane**

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**Personnel Profile**

I have successfully completed an LLB Bachelor of Law with Dublin Business School and I am an FE1 candidate with two examinations successfully completed. I am currently employed as a senior Legal Executive in a busy boutique law firm based in Dublin 24. Throughout the course of my employment, I have gained invaluable experience within the areas of litigation and conveyancing and my current portfolio of cases is in excess of 150 cases coupled with other responsibilities. I am hard working with a can do attitude with commercial acumen and a keen eye for detail with a strong commitment to continuous self-development. My goal and aspiration is to qualify as a solicitor as I have a real passion for the law.

**Career History**

**Belgard Solicitors December 2016 – Present**

Legal Executive -

Duties include:

* Managing a high volume caseload of litigation files where proceedings have issued in the Circuit and High Court jurisdictions together with dealing with appeals in the Superior Courts.
* Drafting proceedings to include, Civil Bills, Special Summonses Grounding Affidavits, Substitution applications, ad litem applications, applications seeking extension of statute, Appeals and various other applications that are required on a case by case basis.
* Managing transfer of mortgages from one financial institution to another together with brining application before the courts to substitute the title.
* Due diligence projects.
* Reviewing title documentation to include but not limited to, Facilities, Indentures of Mortgage and Charge / Conveyance / Assignments / Leases and, General and Special Conditions.
* Liaising with the principal and the partner of the firm with regard to contentious files and / issues that arise.
* Carrying out searches on land direct and various other search engines prior to issuing proceedings.
* Requesting filed plan folios, copy instruments and searches.
* Executing Order for Possessions and liaising with County Sheriff.
* Instructing and briefing Counsel to attend hearings at various court locations throughout the country together with attending on cases in Dublin in the Circuit, and Superior Courts.
* Liaising with financial institutions, County Councils, Counsel, Court Offices, Defendants / Defendants Solicitors.
* Taking instructions and relaying advices to Clients.
* Provide training to junior members of staff.
* Ad hoc duties to include filing, e-filing, binding, scanning, photocopying and dealing with inbound and outgoing phone calls, etc.

**Hegartys Solicitors August 2016 – December 2016**

Legal Assistant / Executive

Duties Include:

* Assisting the principal Solicitor with the day to days running of files to include residential and commercial conveyancing transactions.
* Requesting BER Certificates and Advisory reports, letters from the relevant County Council re: roads and services, Title documents from Financial Institutions, Filed Plan Folios, copy Instruments and Loan Funds.
* Drafting Contracts, Requisitions on Title, Section 72 Declarations, Family Home Declarations, requisition on tile, raising Pre-Contract queries and Deed of Transfer together with drafting general correspondence.
* Applying stamp duty to Deeds prior to lodging the Form 17 applications;
* Drafting Form 17 applications and lodging applications with the Property Registration Authority.
* Liaising with Clients, Estate Agents and Third Party Solicitors.
* Ad hoc duties to include filing, e-filing, binding, scanning, photocopying and dealing with inbound and outgoing phone calls.

**Education**

**Law Society of Ireland 2022 - Present**

**Final Entrance Exams** (Property and Equity completed and undertaking

Contract Tort and Constitutional in October 2022 sittings)

**Irish Member Life Assurance Association 2018**

APA Exams in Banking

**Dublin Business School 2015 - 2018**

LLB Bachelor of Law (2.2)

**Fingal Community College 2003 - 2008**

Leaving Certificate

**Interests and Hobbies**

* Golf is a huge passion of mine and I regularly take part in stableford, open completion and club championships.
* Socialising with friends and work colleagues.
* Travelling to different parts of the world.

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**References**

Available upon request.