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| **Eoghan Flynn** | **DOB: 27/10/1995** **ADDRESS: Loughville, Lahinch Rd.**  **Ennis, Co. Clare****MOBILE: (086) 2497936****HOME: (065) 6842794****EMAIL: eoghanflynn@icloud.com** |
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| **OBJECTIVE:** | Currently seeking to obtain a traineeship while studying for my remaining Law Society entrance exams.  |
| **EDUCATION:** | **Ennis National School , Ennis, County Clare***(2000-2008)***St. Flannan’s College, Ennis , Co. Clare***(2008-2013)*  Achieved 460 points in Leaving Certificate National Examination**National University of Ireland, Galway***(2013- 2016)* Bachelor of Civil Law, achieved 2:1 average  |
| **EMPLOYMENT:** | **Michael Houlihan & Partners, Solicitors, Ennis, Co. Clare**  (Office Clerk June/July 2013, May/June 2015 and June-August 2017)* Using in-office file management databases for admin. duties
* Entrusted with bringing documents/affidavits to other local firms to be sworn
* Preparing case management information forms for Insurance companies as part of defense litigation for Clare County Council
* Listing title documents and drafting appropriate documents
* Preparing briefs for counsel and attending Court with solicitors, including wardhsip of court cases in the High Court

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|  | **Munster Group Insurance, Ennis Co. Clare** (Summer Intern – August 2013)* Responsible for general office duties including post, printing and scanning
* Using in-office file management databases for administrative duties
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|  | **Acorn Life DAC, St. Augustine Street, Galway** (Summer Intern May-August 2016)* Preparing data access requests for clients under the Data Protection Act in the compliance department
* Researching the implications of various EU directives and regulations
* User acceptance testing of new compliance software and other computer based tasks
* Reviewing various compliance policies in the areas of data protection, anti-money laundering and whistle blowing
* Assisting with the drafting of a data retention policy
* Updating the data error and breach file
* Experiencing how a financial institution is regulated by the Central Bank and how it achieves compliance with regulations
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|  | **Holmes O’Malley Sexton Solicitors, Bishopsgate, Henry Street Limerick** (Intern, October 2016)* Assisting solicitors with preparations for court by drafting and assembling various documents
* Researching and understanding litigation procedures
* Office duties such as printing, preparing briefs for counsel and delivering documents to other firms for swearing
* Attending Court with solicitors and clients

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|  | .**Byrne Wallace Solicitors, 88 Harcourt Street, Dublin** 2 (Intern, May 2017)* Working in the property department, carrying out various conveyancing related tasks
* Assisting the head of department and other solicitors with documents and contracts relating to large scale transactions
* Reviewing files, leases and contracts
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| **SPORT****PARTICIPATION**  | * **Hurling**; Member of Eire Og Inis GAA Club. Current member of Eire Og Junior A squad. Previous member of NUIG Intermediate Hurling Squad
* **Rugby**; Active member of Ennis Rugby Football Club until departure to University
* **Golf**; Current member of Lahinch Golf Club
* Treasurer of the NUIG Free Legal Advice Centre for the 2015/2016 academic year
* Polling Clerk for the 2016 general election
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| **REFERECES** | Pauline O’Kane Dr. Padraic KennaOffice Manager Lecturer, School of Law,Michael Houlihan & Partners NUIG, 9/10/11 Bindon Street padraic.kenna@nuig.ie Ennis, Co Clare065-6846000   |
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