

# Eugenijus Pocius

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County Dublin.

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D.O.B.: 02/03/1991

## Academic Qualifications

- 09/2016 – Present**      **Final Examination - First Part (FE-1)**  
*Currently studying for the entrance examination to the Law Society of Ireland.*
- 09/2011 – 06/2014**      **Dublin City University**  
*B.A. (Hons) Economics, Politics and Law – Upper Second Class (2.1) Honours.*
- 09/2006 – 07/2010**      **Klaipeda Vytautas Didysis gymnasium**  
*General Certificate of Secondary Education – CAO points: 490.*

## Employment History

- 04/2015 – Present**      **Legal Executive**  
*Hennessy & Perrozzi, Solicitors, Swords, County Dublin.*

### Responsibilities

- Draft various legal documents.
- Deal with discovery requests and draft requests for same.
- Prepare, stamp, issue and serve legal documents.
- Comprehensively brief both Senior and Junior Counsels.
- Prepare cases for trial.
- Attend settlement meetings and Court hearings.
- Liaise with Counsels, clients, engineers and expert witnesses.
- Draft bill of costs and closely liaise with the accounts department.
- Analyse data access information and medical notes.
- Complete WRC complaint forms and attending adjudication hearings.
- Take instructions from clients and effectively communicating them to the principal Solicitor.
- Deal with the process of licensing, such as preparation of Court applications for special exemptions orders and occasional licenses.

### Skills already acquired:

- Ability to manage clients' files, from initial instructions through to either settlement stage or trial.
- Ability to handle extensive caseload of commercial and private litigation matters, as well as defence litigation, medical and professional negligence, employment and criminal law matters.
- Time management and the ability to prioritize individual workloads according to deadlines.
- Exceptional attention to detail and effective communication.
- Ability to work on my own initiative without close supervision.
- Problem-solving.

01/2015 – 04/2015

**Legal Intern**

*Hennessy & Perrozzi, Solicitors, Swords, County Dublin.*

**Responsibilities**

- Obtain all required medical records and reports.
- Submit Injuries Board Applications and MiBi Claim Forms.
- Progress cases through to the Injuries Board and the MiBi process.
- Prepare briefs and booklets to Counsel.
- Undertake legal research.
- Provide clients with update on their cases.
- Draft replies to notice for particulars of insurance companies.
- File, archive, open and close files, manage legal diary, deal with incoming and outgoing post.

**Skills already acquired:**

- Strong organisational, research and analytical skills.
- Ability to tactfully deal with clients' concerns and queries.

08/2015 – Present

**Basketball Referee**

*Dublin Officials Association, Dublin.*

**Responsibilities**

- Manage audience, coaches and players.
- Be punctual and wearing the appropriate uniform.
- Be professional in the approach to games.
- Maintain effective communication with a co-official during a game.

**Skills acquired:**

- Professionalism and instantaneous judgement.
- Teamwork, communication and other interpersonal skills.

02/2014 – 01/2015

**Service Station Manager**

*Maxol Service Station, Donabate, County Dublin.*

**Responsibilities**

- Product management, price changing, handling damaged goods, and returns.
- Count cash and electronic payments.
- Manage and fill in sales reports.
- Facilitate staff training and development.
- Prepare staff wages on a weekly basis.
- Handle problems and deal with customers' queries.

**Skills acquired:**

- Effective communication and problem solving.
- Flexibility, adaptability and multitasking.
- Time management and ability to prioritize tasks.

**Personal Skills**

**IT**

- Computer maintenance and networking.
- Advanced IT skills with proficiency in the use of Microsoft Office (Access, Excel, Outlook, PowerPoint and Word).
- Proficiency in the use of expd8 and other case management systems.

**Languages**

- Lithuanian – Native.
- English – Fluent.

**Other**

- Full Irish driving license.

## Honours & Awards

- Chairperson of Basketball Club Leixlip Zalgiris.
- Basketball coach for U15 boys – Liffey Celtics Basketball Club.
- Multiple Dublin Men’s Basketball Board Division 1 and Division 2 winner.
- Basketball Ireland National Intermediate Cup Competition - runner up.
- All Ireland Men’s Basketball Area Boards Competition – runner up.

## Hobbies & Interests

I enjoy playing basketball. I also have a keen interest in basketball coaching and officiating. I like weigh sessions, jogging and swimming. I find that exercise and team sports help me to combat the stress of study and work. It has also improved my ability to collaborate with others, apply advice, set and achieve personal goals.

## References

**Dr. Roderic O’Gorman,  
Lecturer in Law**

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Dublin City University,  
Glasnevin, Dublin 9.

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