

Geoffrey Curran

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Profile:

- Excellent organisational, analytical, and research skills with an acute attention for detail
- Strong communication and interpersonal skills with an ability to excel in collaborative environments
- Commercially aware and business-focused
- Highly motivated, ambitious, and driven in both work and career

Experience:

1. Yahoo! EMEA - Legal Assistant (client site secondment via **Mason Hayes & Curran**) (March 2016 - January 2017):

Commercial: contract management and processing; reviewing t&c; drafting notice and demand letters etc.

Corporate & CoSec: various corporate and company secretarial responsibilities

Privacy:

- Right To Be Forgotten (RTBF): adjudicating requests; preparing briefs for escalated cases; legal research etc.
- Data Subject Access Requests (SAR): processing Data Subject requests and resolving escalated cases
- Preliminary General Data Protection Regulation (GDPR) preparations
- User account access and recovery requests; deceased user permanent deactivation requests etc.

(Pre-)Litigation:

- Primary point of contact for all matters arising within the EMEA region with full ownership of and responsibility for process design, operational performance, and reporting to senior legal leads
- Defamation; Copyright; Patents; Personal Image Rights: reviewing content; conferring with counsel; processing removals; drafting responses; legal research etc.
- Customer Experience Escalations: resolving legal risk payment, product, and service issues
- Working closely and collaborating with internal and external, local and international contacts, including internal Editorial, Engineer, and Security Teams, and external content providers

Regulatory & Compliance: preparations and drafting responses for various European privacy and competition authorities

Special Projects:

- Delivery of Defamation Law presentation focusing on online content and Notice & Take-Down Policy
- Involved in successful in-house transfer of RTBF function from outside counsel
- Formulation and delivery of Dublin Legal Team Handbook
- Reviewing, processing, scheduling, and archiving legal documentation from defunct subsidiary offices

2. Mason Hayes & Curran. Financial Services - Legal Assistant (May 2015 - August 2015):

- Loan Portfolio Sale for large Irish financial institution (Projects Leinster, Munster, and Connaught)
- **Responsibilities:** legal research and writing; drafting legal letters, client-ready legal notes, project milestone summaries, and progress reports; reviewing and scheduling of large volume of various title, loan, and security documents in preparation for global deed; reviewing and scheduling; data room management; checking for consistency of facility agreement terms; assisting in time-sensitive transaction closing checks; and checking various registries and databases

3. Mason Hayes & Curran. Commercial Real Estate - Summer Intern (April 2015 - May 2015):

- **Responsibilities:** legal research and writing; reviewing and scheduling various legal documents; checking consistency in and cross-referencing terms; drafting client-ready legal notes and summary reports, and commercial leases; submitting court applications; searching various registries; and assisting in time-sensitive transaction closing checks

4. Allied Legal Services - Law Searcher (October 2014 – March 2015):

- Responsibilities: processing legal and other document search requests; searching for and retrieving documents from various regional Planning Authorities, Land Registry / PRAI, CRO, Registry of Deeds, Courts Service, Bankruptcy Court, Insolvency Service, and Sheriff's Office; compiling search results and delivering client-ready reports etc.

5. KPMG, Corporate Finance - Corporate Finance Analyst (June 2013 – August 2014):

- Main Project - Project Dawn, Irish Bank Resolution Corporation (IBRC):

- Central Deal Team, Project Evergreen Sales Team, and Project Stone Closing Team (four month client site secondment)
- Responsibilities: assisted in design, implementation, and management of professional fees processing and payment function; reviewing of all professional services fees in connection with the Project and reconciliation with the central budget; drafting internal and external summary and milestone reports for Special Liquidators, Department of Finance, and Central Bank; drafting Portfolio, Tranche, and Borrower summaries for prospective purchasers, and Cash Movement Reports, Property Movement Schedules, and Credit Reports for successful purchasers; review and redaction of Credit Papers and Borrower Summaries for DPA compliance purposes; processing of various legal documents arising in the course of the Project; coordinating and liaising with both internal and external, local and international contacts, including those within the Bank, and those of the lead project management and panel firms

- Other Projects:

- Company valuations; equity / debt raising and refinancing; acquisition targeting; buy and sell-side advisory
- Responsibilities: company profiling; market and industry research; broker report, financial statement, and information analysis; introductory financial modelling; preparation of client reports and presentations; and intra-departmental administration including: bids and tenders; KYC / due diligence; business development exercises; ad hoc research and assignments; intensive use of various specialist financial applications such as Bloomberg; Capital IQ etc.
- Special Projects: mapping Irish retail pharmacy industry; joint presentation to Department leads on Irish and UK REITs markets; and analysis of European and global metals recycling industries for client seeking potential acquisition targets

6. Microsoft, EMEA Volume Licensing - Transaction Specialist (Summer Intern) (June 2011 – September 2011):

- Responsibilities: processing and logging customer and partner orders, agreements, and requests; revenue, tax / VAT tracking, and FX conversions; accounts management; creating and submitting internal reports; and general administration
- Special Projects: full data migration exercise from old to new system

Education:

1. Business & Law (BLS), University College Dublin (September 2009 – May 2013):

- Achievements: - Entrance Scholar and winner, Entrance Exhibition Award (September 2009)
- Second Class Honours, Grade 1 (2.1) (Final GPA: 3.25) (May 2013)
- Activities: UCD Cycling Club; UCD Super League Football; UCD Law Society; UCD Student Ambassador, 2010/11

2. Leaving Certificate, The Institute of Education (September 2007 – May 2008)

Leaving Certificate, Portmarnock Community School (September 2002 – May 2007)

- Achievements: **555** (of a possible 600) points; three Higher Level A1 grades (including English), **93% overall score**

3. Other:

- CIPP/E Certification (candidate) (November 2017) (International Association of Privacy Professionals) (IAPP)
- FE-1 examinations: 5x passed (Spring 2017); 3x taken (results pending) (Autumn 2017) (Law Society of Ireland)
- "Legal Practice & Challenges of Data Protection" (online diploma) (September 2016) (Law Society of Ireland)

Interests:

- Reading, current affairs, world news, blogging, cooking, and travel
- Cycling, swimming, athletics, football, hiking, and camping
- Guitar, bass, drums, piano, harmonica, and vocals
- Music, film, art, culture, and photography
- Computers, gadgets, gaming, IT, and technology