jack rowe

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# Profile

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|  | I am a hardworking and goal orientated person, with the willingness to learn and use my initiative. I am an effective communicator with good interpersonal skills and a proven ability to work within a team. I am a versatile person with good problem solving and decision making skills who adapts easily to new situations and environments.  **Key Skills**   * Excellent communication and organizational skills gained working in teams and with diverse groups of people. * Critical thinker with effective researching skills gained through undergraduate dissertation project. |

# education

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|  | * University College Dublin - September 2015- May 2017   (LLM) Masters in Common Law GPA 2.1 (3.49) (Appendix B)   * University College Dublin -September 2012- May 2015   (BA) in Politics and International Relations GPA 2.1 (3.39) (Appendix A)   * St. Andrews College, Blackrock, Co. Dublin, Ireland - 2006-2012   Awards achieved: 2012 - Honours Leaving Certificate  2009 - Honours Junior Certificate   * St Patrick’s National School, Greystones, Co Wicklow, Ireland - 1998-200 |

# WOrk experience

**Legal Executive**

**February 2019 – June 2019 Bank of Ireland Securities Operations**

I was part of the Legal Perfections department in Bank of Ireland. Throughout my time with the securities department, I gained irreplaceable experience in securities perfections. My responsibilities include ensuring compliance with data protection legislation, privacy and information security requirements, reviewing Mortgage documents such as title deeds and contracts to ensure the relevant documents are stored and filed correctly and producing high quality work within SLA agreements.

**Legal Executive**

**August 2017- November 2018 A&L Goodbody Solicitors**

I was a member of the Banking/Property department in A&L Goodbody Solicitors. I have gained invaluable experience in assisting a number of Multi-Billion Euro portfolio sales on behalf of our Banking Clients. I also gained extensive experience in carrying out Due Diligence on assets to ensure the validity of the client’s security alongside contacting external firms in relation to the mediation of prior charges and title issues. Furthermore I have had extensive involvement in the implementation of Database software, providing the clear and coherent details of over 5,000+ assets in bidder facing data rooms.

**Legal Services Internship**

**May 2017-August 2017 KPMG Legal Services Department**

Interning in both the Employment Law Department and the Irish Bank Resolution Corporation(IBRC). Carrying out legal research on a wide range of topics, particularly those relating to Employment law and the potential impact of Brexit on a wide range of corporate tax issues. Drafting letters to clients and documents for the Companies Registration office. Assisting and organising the discovery of documents regarding ongoing IBRC litigation alongside researching and composing the monthly KPMG Employment law newsletter.

**Shadowing Barrister**

**January 2017 Mr. Tomas Keys, Law library of Ireland**

Throughout January I joined a Barrister in the four courts in order to gain a greater understanding of the court process. During this time I accompanied Mr. Keys in a variety of cases, namely in a High Court personal injury claim, motions before the master of the High Court, Circuit Court possession proceedings before the County Registrar and Court of Appeal directions before the President of the Court of Appeal. Furthermore I sat in on numerous mortgage enforcement cases. This was an invaluable experience which gave me a detailed insight into the day to day activity of the courts alongside a detailed understanding of the proofs needed for court litigation.

**VIP Server**

**June – August 2015** **Behind the Scenes Inc , San Diego, California**

During my J1 visa, I worked for Behind the Scenes Inc, America’s premier catering and events company. I was appointed as a team leader in the VIP section of the San Diego Symphony Orchestra with responsibility for ensuring that sixty paying guests received a memorable dining experience with high class cuisine, professionalism and courtesy. As team leader I was responsible for co-ordinating the work of three colleagues, over a six hour shift, to ensure that guests received a quality service in a timely and efficient manner. Multi-tasking, prioritisation and attention to detail were integral to my role as I was responsible for table set up, meet and greet, servicing orders and closing out accounts. Excellent interpersonal, listening and communication skills in a time pressured environment were essential competencies for my role.

**Senior Bartender/Server**

**November 2012-April 2015 Greystones Rugby Club, Greystones, Co. Wicklow**

Throughout my undergraduate studies in UCD, I worked part-time as a bartender and server in Greystones Rugby Club. Starting as a bar-back in 2012 I worked my way up to a Senior bartending position. In my role I was responsible delegating duties and working collaboratively with junior bar staff, closing out the till and lock- up.

# Interests and hobbies

* 2012-2016 Greystones Rugby Club player on under 20’s and Senior Men’s Squads
* 2008-2010 Player with Kilmacanogue Gaelic Football Club
* 2007-2012 St. Andrew’s College player on Junior XV & Senior XV Schools Rugby Cup Squads
* 2000-2006 Junior Member of Greystones Lawn Tennis Club

# relevant skills,training & Affiliations

* 2019-2020 Diploma in Cryptocurrency ‘Blockchain, bitcoin and the landscape of Cryptocurrency’
* 2018-2019 The Law Society of Ireland (MOOC) Diploma in Arts, Entertainment and Media law
* 2016-2017 The Law Society of Ireland (MOOC) Diploma in Employment Law
* 2015-2016 Active Member of UCD student Legal Service(SLS)
* 2014-2015 Fully proficient in Microsoft Word, Excel, Filesite and OneNote
* 2013-2014 British Columbia Serving it Right Alcohol License
* 2009-2012 Member of St. Andrews International Model United Nations

# research paper

* Undergraduate Dissertation Title: “Rwandan Genocide : To what extent were the colonial actions of the Belgian Government responsible for the pre-genocidal conditions that led to the 1994 genocide” (Grade: A+)