**JACK O’ DONNELL**

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**PERSONAL PROFILE**

I am a law graduate seeking a training contract with a commercial law firm in Dublin, having completed my FE-1 exams. I am diligent, ambitious and enthusiastic, and welcome the challenge of working in a fast-paced, dynamic and innovative workplace environment. I graduated in September 2022 with a II.I honours degree in Law with Economics from UCD and took some time travelling in Asia. I recently worked with Sweeney McGann LLP as a Pre-Trainee. Currently, I am working with Compton Solicitors as a Legal Intern.

**EDUCATION**

FE-1 Exams, 2024

Law Society of Ireland

I have taken and passed all exams at the first attempt.

BCL Law with Economics Hons (II.I), 2022

University College Dublin

During my four-year degree I have studied a wide range of modules including Equity, Contract, Constitutional, Property, EU, Banking, Insolvency and Company law and Microeconomics, Macroeconomics, Statistics and Econometrics.

Leaving Certificate, 2018

Glenstal Abbey School, Murroe, Co. Limerick

**EXPERIENCE**

**Legal Experience**

**Compton Solicitors, October 2024 – present**

**Job Title: Legal Intern**

**Description:** I have gained experience across licensing, commercial and conveyancing work in a firm specialising in the retail, leisure and hospitality sectors. I have performed a range of tasks including compiling booklets, legal research and a range of administrative tasks. I have gained exposure to the Evolve legal software.

**Sweeney McGann LLP, July 2024 – September 2024**

**Job Title: Pre-Trainee**

**Description:** I was available, as required, to solicitors across the firm, gaining exposure to work in Commercial, Family, Property, and Probate matters. I compiled Booklets for court and Schedules of Title. I undertook legal research, attended and took notes on meetings, performed case management tasks and corresponded with clients to address queries.

**Bracewell (UK) LLP, March 2020**

**Job Title: Intern**

**Description:** I spent one week with Bracewell in London. I shared an office with, and shadowed, an associate working in the finance division. I sat in on calls, meetings, and team training sessions. I developed my research and written presentation skills by drafting legal research and proofreading legal documents.

**Non-Legal Experience**

**Stats Perform, July 2023 – present**

**Job Title:** Data Collection Analyst

**Duties:** I collect live, real-time data on elite level rugby matches as part of the rugby team, in accordance with the standards of excellence demanded by clients, for one of the world’s leading sports data and technology companies.

**Skills Acquired:** I have developed my capacity to work quickly and effectively under pressure, ensuring high levels of accuracy within strict timeframes. I have learned to take a rigorous detail-oriented approach to ensuring my work meets the highest standards, as demanded by clients, meaning I coded matches with 99% accuracy.

**Milltown Golf Club, May – December 2021**

**Job Title:** Bar & Restaurant Staff

**Duties:** I worked as part of a team to ensure the highest level of customer service was provided to members. My responsibilities included serving members (both taking orders and running food), maintaining a high level of cleanliness and compliance with Covid-19 related public health guidelines. I assisted in preparing the clubhouse for special events and functions.

**Skills Acquired:** I developed my customer service skills by ensuring that members received consistently excellent service and building strong personal relationships over time. I improved my ability to work effectively under pressure during several functions and events, where I managed the food runners, including the Captain’s Dinner.

**UCD Student Managed Fund, October 2019 – March 2020**

**Job Title:** Macroeconomic Analyst

**Duties:** I assisted the Equity Analysts in stock selection by providing relevant sector research regarding broader macroeconomic trends and developments relevant to the energy sector.

**Skills acquired:** I improved my capacity to perform complex, multi-disciplinary research. I developed my written communication by writing and reviewing research reports. I improved my intrapersonal skills by liaising with equity analysts, and the sector manager. I gained a deeper understanding of the impact of macroeconomic trends on business performance in the energy sector.

**Jz Consultancy, June 2017 – August 2019**

**Job Title:** Research Assistant (Part-time)

**Duties:** I conducted research into various investment opportunities as required, and provided written reports through Microsoft Word and Powerpoint as well as proofreading and performing some general office duties.

**Skills acquired:** I developed my ability to research effectively, finding and analysing sources and identifying and contacting key stakeholders. I improved my ability to present information in a clear, cogent manner, in addition to developing my Excel and Powerpoint skills.

**INTERESTS/ACHIEVEMENTS**

* I was a member of the Law Society, Investors & Entrepreneurs Society, and Rugby Society at UCD.
* I was awarded the Barrington prize for excellence in English at Glenstal Abbey School.
* I have an avid interest in sports and have been a member of rugby, tag rugby and Gaelic football teams as well as playing golf and skiing.
* I am a keen traveller and love learning about the food and culture of other countries. During the second half of 2022 I took time to travel South East Asia.
* I participated in the A&L Goodbody Commercial Technology Virtual Experience Programme with Forage.
* I speak German with limited working proficiency.
* I am familiar with Microsoft Office Suite.