

James Durkan

Location: Dublin, Ireland

Ph: 087 054 0233

Email: jamesdurkan1997@gmail.com

EDUCATION

The Law Society of Ireland,

FE-1 Exams: I have currently passed two FE1 exams but for the coronavirus pandemic I was due to sit a third which was postponed. It is my intention to sit all eight by March 2021.

The National University of Ireland, Maynooth, September 2015 - September 2018

Awards: Bachelor of Civil Law Degree (Law & Business), 2:1.
Full rugby scholarship.

Terenure College, 2009 – 2015

Awards: Elected as school prefect.
Selected on the Senior Cup Team 2015.
Selected to represent the school on a charity trip to Nepal.

EXPERIENCE

Byrne Wallace, *Dublin, Ireland.*

Paralegal, Property Department, March 2020 – June 2020

Secured a three-month contract as a paralegal in the Byrne Wallace property department. Due to the coronavirus pandemic this was postponed indefinitely.

Healy Scanlon Trial Attorneys, *Chicago, Illinois.*

Senior Law Clerk, December 2018 – October 2019

- Legal assistant to attorney, Jack Cannon.
- Drafted complaints at law to be filed in the circuit court.
- Drafted demand letters to opposing counsel concerning auto accident disputes, slip and fall claims and workers' compensation claims.
- Assisted in the drafting of appellate briefs.
- Conducted legal research in preparation for Mr Cannon's pro bono legal work.
- Learned how to become an intake specialist which consisted of delivering exceptional telephone experience to clients and walking these clients through the sign-up process with the law firm.
- Investigated the credibility of legal claims brought to the firm and where claims were credible I was tasked with formulating a fact pattern.

The Galway Arms, *Chicago, Illinois.*

Events coordinator, January 2019 - September 2019

- Worked as a barman and waiter in this busy Lincoln Park bar and restaurant.
- Assigned to be the events coordinator at the bar after impressing the owner Terry Geoghegan, a qualified solicitor in Ireland and attorney at law in Chicago.
- This involved booking events for the bars large function room with a capacity of 150 people.
- Events ranged from birthday parties, christenings, rehearsal dinners and corporate events. Including, organising CME Groups '2019 Pride Party', attended by the company's management team.
- This involved assembling a team of bar staff, floor staff and kitchen staff to ensure the needs of the client were fully met.
- It was paramount that the clients experience was exceptional to maintain the image of the Galway Arms as your one stop shop in the Lincoln Park neighbourhood for all occasions.

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EXPERIENCE

Base Wood Fired Pizza, Dublin, Ireland.

Team Supervisor, January 2017 - June 2018

- Promoted to team supervisor after five months.
- Liaised with the store manager and head chef to ensure the smooth running of restaurant operations; this included leading my team, maintaining appropriate stocks levels, communicating with vendors and prospective employees, and resolving any customer complaints.
- Ensured all members of my team were assigned appropriate tasks and responsibilities.
- Participated in manager meetings with company directors to analyse store finances.

The Hazel House, Dublin, Ireland.

Waiter and Barista, March 2017 - June 2017

- Worked as a waiter and barista at this busy cafe on the foothills of the Dublin mountains.
- Balanced both working at the Hazel House and Base Pizza simultaneously for a four-month period. This was to meet financial targets I had set for myself for the summer of 2017.

Knight Frank, Dublin, Ireland.

New Homes Sales Advisor, March 2016 - December 2016

- First contact for prospective homeowners. Tasked with showing clients around the house while delivering a comprehensive run-through of the property, site plans and the area.
- Acted as a liaison between future homeowners and management to ensure the sales process was successful.

Durkan Homes, Dublin Ireland

General Operative, 2013-2016 & 2019-Present

- Performed manual labour tasks to ensure strict completion deadlines were met.
- This required me to operate a wide variety of tools and machinery.
- Assisted various tradesmen ensuring their workspace was clean and hazard free.

ACTIVITIES & INTERESTS

American Football, Cooking, Farming, Reading, Rugby and Traveling.

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**Ollscoil Mhá Nuad
Maynooth University**

Oifig Taifead na Mac Léinn agus Clárúcháin
Student Records and Registration Office



**Maynooth
University**
National University
of Ireland Maynooth

31st October 2019

Name: JAMES ROBERT DURKAN

Date of Birth: 26th MARCH 1997

THIS IS TO CERTIFY THAT the above-named was a full-time registered student of Maynooth University for: The BACHELOR OF CIVIL LAW DEGREE from 08/09/2015 to 31/05/2018. Having successfully met the requirements of the course, the above-named was awarded the following:

Overall Award Grade:

SECOND CLASS HONOURS GRADE 1 (2H1)

Mark Awarded:

[611/1000]

The above-named student was conferred on 14th September 2018.

The Bachelor of Civil Law Degree is classed as a Level 8 Qualification on the National Framework of Qualifications.

The National University of Ireland, 49 Merrion Square, Dublin 2, accredits the award.

Signed

A handwritten signature in blue ink, appearing to read 'Caoilfhionn D'Arcy', written over a horizontal line.

Caoilfhionn D'Arcy

Student Records and Registration Office



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Maynooth University
National University
of Ireland Maynooth

Academic Record

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Name : JAMES ROBERT DURKAN
Student Number : 15367236
Date Of Birth : 26-MAR-1997

Year : 2018 BACHELOR OF CIVIL LAW DEGREE
Course : BCL LAW AND BUSINESS
Annual Result : AWARDED

Study Period: 3

<u>Subjects</u>	<u>Mark/Out Of</u>	<u>Subject Award</u>
SEMESTER ONE		
MN325 Strategic Human Resource Management	72 /100	Pass
MN340 Strategic Management	46 /100	Pass
MN356 Contemporary Issues In Marketing	56 /100	Pass
SEMESTER TWO		
LW359 Family Law	62 /100	Pass
LW360 Media Law	65 /100	Pass
MN317 Negotiation And Dispute Resolution	70 /100	Pass
MN330 Business, Ethics & Society	72 /100	Pass
MN341 Strategy Simulation	62 /100	Pass
SEPTEMBER TO JUNE		
LW351 Equity And Trusts	60 /100	Pass
LW352 Land Law	63 /100	Pass
LW3DM Law	622/1000	Pass
MN3LDM Business (Law)	630/1000	Pass

This student was awarded the
BACHELOR OF CIVIL LAW DEGREE
and it ~~will be~~/was conferred on 14 SEPTEMBER 2018

This is to certify that
JAMES ROBERT DURKAN
~~is~~/was a registered student at this University during the above mentioned years.


Caoilfhionn D'Arcy
31-OCT-2019



Oifig Taifead na Mac Léinn agus Clárúcháin Ollscoil Mhá Nuad, Ollscoil Mhá Nuad, Maigh Nuad, Co. Chill Dara, Éire.
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