

NOREEN PURCELL

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Professional Summary

Results-driven legal professional with a strong passion for law and a diverse background in legal, project management, and consulting roles. Working in Philip Lee's Corporate Department and Company Secretarial Services, serving prominent clients.

Holds an L.L.M in International Commercial Law (2:1 Honours) from University College Dublin and a B.A. in Economics, Politics, and Law (2:1 Honours) from Dublin City University. A highly motivated individual with extensive client-facing experience and a proven ability to deliver exceptional results. Skilled in analyzing complex legal issues, providing strategic solutions, and ensuring compliance. Strong communication and project management skills.

Education

Sept 2021 – Aug 2022 University College Dublin | Master of Laws (L.L.M) in International Commercial Law | GPA: 2:1

Relevant Courses: European Competition Law, Corporate Governance, International Arbitration Law, Arbitration Project, Cross Border Litigation and Data Protection & Privacy

Sep 2017 – May 2020 Dublin City University | Economics, Politics and Law | GPA: 2:1 Grade

Relevant Courses: Microeconomics, Macroeconomics, Comparative European Politics, International Economics, Development Economics, Constitutional Law, Property Law, Law of Torts, Criminal Law, Contract Law, Company Law, European Union Law and The Irish Legal System

Professional Work Experience

Jan 2023 – Present Legal Intern/Paralegal | Philip Lee LLP | Connaught House, Dublin 4, Ireland

Assisting clients in establishing their companies in Ireland and UK, providing comprehensive support throughout the setup process. Working closely with our corporate secretary to guide clients in fulfilling the necessary procedures and documentation for company formation. Collaborating closely with corporate partners and associates on company secretarial matters. Conducting comprehensive legal research and analysis to provide valuable insights. Reviewing and drafting various documents pertaining to director appointment and removal, shares, corporate governance, shareholder resolutions, etc. Ensuring accuracy and adherence to relevant regulations and corporate governance standards in all documentation.

Jul 2022 – Jan 2023 Legal Analyst | First Derivatives | Hybrid - FD Dublin and London |

Working with clients, such as KX, and NatWest Group, specializing in anti-money laundering (AML) and legal matters. Skilled in analyzing data to detect potential money laundering activities and ensuring compliance with laws and regulations. Proficient in reviewing policies, procedures, and client applications for suspicious activity indicators. Additionally, adept at handling software licensing contracts, collaborating with solicitors and the Chief Legal Officer at KX. Experienced in compiling and managing databases, identifying contract issues, and

providing legal services to international investment banks. Trained in Client Lifecycle Management (CLM) and regulatory reporting, including AML, MiFID, tax evasion, and trade-based money laundering.

Apr 2021 – Jun 2022 Clinic Co-Ordinator | Therapie Clinic | 60a William St S, Dublin, D02 V592

Collaborating with clients in Ireland and the UK, offering independent advice and guidance to enhance their operations. Assessing daily business activities to identify and proactively mitigate risks, leading to improved customer satisfaction, organizational efficiency, and employee performance. Undertaking administrative tasks and utilizing various systems to address client-specific issues. Ensuring strict compliance with Data Protection requirements when handling sensitive information. Prioritizing prompt resolution of client issues to maximize satisfaction. Providing support and strategic advice to facilitate the company's development, growth, and competitiveness. Monitoring sales and status reports to analyze market potential and drive increased sales and revenue.

Aug 2020 – Aug 2020 Commercial Law Internship | Bright Network | Virtual Internship

Actively participated in workshops conducted by renowned firms including Slaughter & May, Allen & Overy, and more, to enhance expertise in areas such as M&A, Legal Drafting, Legal and Business Research, and Global Investigations. Developed a strong focus on contract-related matters, encompassing tasks such as meticulous contract review and drafting. Assigned responsibilities such as summarizing due diligence considerations, outlining critical aspects of acquisition transactions, and evaluating cost-benefit analysis for dispute resolutions.

Aug 2019 – Aug 2019 Project Management Internship | Getinge Sterilization AB | Getinge Sterilization AB, Ekebergsvagen 26, 305 75 Getinge, Sweden

Collaborated on group projects encompassing six global manufacturing sites, with a focus on regulatory compliance, quality assurance, and product safety. Prioritized risk mitigation efforts and diligently reviewed and documented project statuses. Attained valuable insights into the company's project planning, execution, and international project monitoring through active participation in scope meetings. Worked alongside internal and external stakeholders as part of a cohesive team to develop an integrated project plan aimed at achieving predefined objectives.

Achievements

- Achieved notable sales growth at Therapie Clinic, consistently ranking as one of the top sellers. Maintained a weekly average of transactions exceeding €3,000, contributing to increased revenue;
- Demonstrated exceptional sales performance at Brown Thomas and Arnotts, consistently surpassing the daily target of €300, with sales peaking at over €1,000 per day;
- Recognized as a top contender in Public Speaking competitions at Rathmines College of Further Education, securing the runner-up position; and
- Attained honours grades, averaging 90 percent, upon successful completion of the Business Studies and IT Certificate program at Rathmines College of Further Education.

References

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<p>Dr. John Quinn Lecturer in Company Law Henry Grattan Building, Dublin City University, Glasnevin, Dublin 9 Email: john.quinn@dcu.ie</p>	<p>Mr. Edward Cordova Senior Analyst Alexion Pharmaceuticals, Blanchardstown, Dublin 15 Email: Edward.cordova@alexion.com</p>