

Patrick Lewis


Aspiring Trainee Solicitor

 49 Granville Road, Glengageary, Co. Dublin, A96 R3H7.
 Patricklewis5662@gmail.com
 LinkedIn – Patrick Lewis
 + 353 85 198 0237
 + 61 494 115 721

Professional Profile

Astute and dedicated legal professional with four years of experience in the legal sector across Ireland, Europe and Australia. Skilled in legal research and document analysis, adept at working under tight deadlines to assist legal professionals. Following the successful completion of my Law Society of Ireland FE1 Exams and a period spent abroad, I am now actively pursuing a Training Contract to commence in 2025. This opportunity will allow me to advance to the next stage of my professional journey as a solicitor.

Career Summary

 **Paralegal**, Maddocks, Melbourne.
(6 months)


April 2024 – October 2024

RESPONSIBILITIES & DUTIES

Throughout my time in Melbourne, I have held a position at Maddocks, the largest independent law firm in Australia. In this capacity, I served as a Paralegal, offering valuable assistance to the firm's Construction and Dispute Resolution teams, with a primary focus on general administrative support. Although working within a different legal jurisdiction posed unique challenges, the experience has proven to be enriching and better prepared me for a potential trainee position. Some of my principal responsibilities included:

- Assisting in the preparation of various legal documents, including drafting initial statements for court proceedings.
- Contributing to a significant e-Discovery project pertaining to a contentious, nationwide dispute before the Federal Court of Australia.
- Managing client accounts and records with a strict adherence to confidentiality and discretion.
- Undertaking off-site research and evidence gathering for cases before the Supreme Court.

Reason for leaving: Desire to return to Ireland to commence Training Contract for 2025.

 **Legal Review Analyst**, A&L Goodbody LLP, Dublin.
(1 year, 10 months)

April 2022 – February 2024


RESPONSIBILITIES & DUTIES

During a period of nearly two years, while preparing for my FE-1 Exams, I held the position of Legal Review Analyst in the Litigation Department at A&L Goodbody LLP, a distinguished corporate firm in Ireland. This experience familiarized me with the demands of operating within a high-pressure environment. Additionally, it afforded me the opportunity to collaborate with a highly accomplished group of legal professionals who possess expertise in their respective fields. My responsibilities included:

- Providing comprehensive administrative support to solicitors, associates, and partners across the department.
- Assisting in the preparation of crucial court documents for solicitors, such as briefs and statements.
- Contributing to substantial e-Discovery projects for litigious legal disputes utilizing platforms like Relativity.
- Managing file systems such as Intralinks for clients to facilitate commercial transactions.

- Participating in contract review activities for clients using platforms such as Kira.

Reason for leaving: To travel/ live in Australia prior to commencing Training Contract.

 **Legal Intern**, Qualifyze GmbH, Barcelona.
(7 months)

October 2021 – April 2022


RESPONSIBILITIES & DUTIES

As a legal intern for Qualifyze GmbH, a progressive and international pharmaceutical tech start-up with offices in Frankfurt and Barcelona, I gained invaluable experience working in a European jurisdiction, primarily with EU legislation. The company assists pharmaceutical entities with their supplier qualification by providing high-quality audit reports globally. Being one of the few team members with a legal background, I assumed the responsibility of providing support for all legal matters, both internal and external, to facilitate the audit procedures and other operational aspects of the company.

This position not only exposed me to new business models but was also a significant and rewarding professional learning curve in terms of developing responsible and sustainable working habits. My promotion from Legal Intern to Legal Assistant within three months was a testament to my performance and the trust vested in my ability to effectively fulfil my responsibilities. Specifically, my duties involved the following:

- Conducting strategic analysis and maintaining essential legal frameworks required for the audit procedures, such as Non-Disclosure Agreements, Framework Agreements, etc.
- Drafting/ amending contractual agreements to account for client demands.
- Directly liaising with clients globally to address any legal inquiries that may arise in the Audit Procedure.
- Providing legal research to support company-wide initiatives, including the GDPR Framework, Data, and Marketing.

Reason for leaving: To begin the process of completing the Law Society of Ireland FE1 Examinations.

 **Intern**, McHale Muldoon Solicitors, Dublin.
(4 months)

June 2021 - September 2021

RESPONSIBILITIES & DUTIES

As an intern at this boutique practice, I was assigned a diverse portfolio of legal tasks. Working in a practice specialising in Commercial Property, Wills & Probate, Litigation and Employment Law, I acquired elementary legal skills to compliment my undergraduate degree, as well as insight into a career in law.

Reason for leaving: Successfully applied to legal internship with Qualifyze to gain further, varied legal experience.

Education

 **Law Society of Ireland**, FE-1 Examinations 2022 – 2023

Successfully passed all exams without failure while working at A&L Goodbody.

 **Bachelor of Business and Law**, Technological University Dublin 2017 – 2021

Completed a Bachelor's of *'Business & Law'*, obtaining a 3.75 GPA and a 2:1 degree.

(1st Year Overall): 68% – GPA: 3.78

(2nd Year Overall): 65% – GPA: 3.53

(3rd Year Overall): 69% – GPA: 3.80

(4th Year Overall): 68% - GPA 3.75

 **Leaving Certificate**, Gonzaga College SJ, Dublin 2011 – 2017

References

Available on request