**Peter Gallagher**

**Home Address:** Curry, Cummer, Tuam, Co. Galway

**Email:** p.gallagher2@outlook.com

**Mobile:** 085-7756560 (Preferred) **Home:** 093-41632

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| **Education** |

**University of Edinburgh, Scotland**

**2013 to 2014 LLM in Commercial Law**

**National University of Ireland, Galway**

**2012 to 2013 Bachelor of Laws**

**2009 to 2012 Bachelor of Corporate Law Degree**

**2004 to 2009** **St. Jarlath's College Tuam**

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| **Work Experience** |

**June 2015 – September 2015 Eversheds Solicitors – Summer Intern**

* I worked in the litigation department on the mortgage enforcement team. My main duty was to prepare and file affidavits in advance for hearings.
* I ensured that Court Orders were served upon the defendant by either registered post or by instructing a summons server. I reviewed affidavits of service ensuring that they complied with the requirements of the County Registrar in each County.
* I was entrusted to make enquiries as to whether the property was an investment property or a principle private residence. Such enquires meant that neither valuable time nor resources would be needlessly spent.
* I arranged for the summons server to swear affidavits of service and file them to court.
* If any issues arose, I was responsible to communicate with our offices in Cardiff, the summons server or occasionally the client.
* It also proved to be an excellent opportunity to train new members of the team who had not previously been exposed to this work. I was able to show them how to work with very large amounts of information and how best to prioritise work to ensure deadlines were met.

**September 2014 – November 2014 William J. Brennan and Co. Solicitors – Legal Assistant**

* My main role, working as a legal assistant, was providing support and drafting documents for the managing partner and other fee earners in the firm across a number of various departments.
* Dealing primarily in conveyancing, I was often entrusted with the scheduling of documents in preparation for the closing of property transactions.
* Developed legal writing skills by preparing briefs for counsel, court documents as well as various other correspondences.
* I have also been entrusted with communicating with estate agents, solicitors and purchasers and providing feedback to the managing partner in a timely manner.
* Handled client queries and issues and acted as a point of communication for clients.
* I learnt a great deal about debt recovery and litigation, two specialities of the firm.
* Became proficient at using the Keyhouse Software and increased my Microsoft Word and Excel skills.

**May 2012 – August 2013 The Ashford Collection Ltd - Retail Shop Manager**

* My main task was communicating with customers which I achieved by offering in-depth knowledge and advice on the products which met their specific needs.
* I dealt with customers and provided useful feedback to my superiors on customer satisfaction.
* I was entrusted to monitor individual stock levels within the shop, paying particular attention to customer requests and reporting any anomalies.
* I liaised with other stores and external suppliers to ensure optimal stock levels. This required well-developed organisational and communication skills. I was also entrusted with the responsibility of daily cash flow management and weekly banking.
* I held this position during my LLB year in NUI Galway and demonstrated my time management and organisational skills for balancing study and work.

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| **Achievements, Responsibilities and Volunteering** |

Achievements:

* Received a University ALIVE Certificate for volunteering.
* Member of school football team and club football team where I won numerous Connaught and county medals.

Responsibilities:

* I was elected class representative for my commercial law class during my LL.M. in recognition of my approachable and friendly manner in dealing with other students.
* Was elected Secretary of the University of Edinburgh Gaelic Football team. I was entrusted to organise bookings for transportation, facilities, matches and accommodation for the football team during the course of the year.

Volunteering:

* Committee Member of the free legal aid society in NUI Galway in third year. I had to advise on a range of issues such as commercial law, criminal law, employment law and landlord and tenant law.
* Offered free legal advice to fellow students and members of the public in a confidential environment.
* Participated in analysis and discussion of the best way to increase membership.

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| **Interests and Activities** |

* I have a huge affinity with the GAA, particularly Gaelic football. Some of my best characteristics have been harnessed and enhanced as a result of my participation in sport. My ability for engaging with teammates and communicating with managers have resulted in numerous on-field successes throughout my life.
* I recently started playing tag rugby in the summer. Physical fitness is extremely important to me as I see it as an investment in my future health.

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| **Referees** |

**Anna-Louise Hinds** - Lecturer in EU law and International Trade law at NUI, Galway.

Tel: 091-524411 (extension 3870), Email anna.hinds@nuigalway.ie

**Hugh McGroddy** – Joint Managing Partner, William J Brennan & Co Solicitors, Dublin.

Tel: 01 4404890