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## ROBERT JORDAN

LAW & TAX STUDENT | THIRD YEAR

### OBJECTIVE

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To combine my success in college with my love of the challenge and opportunity the law provides and build towards a successful and rewarding career in law. To build connections and practical experience in law. To expand my knowledge of the legal profession.

### SKILLS

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Strong Communication  
Team work  
Strategic Thinking  
Negotiation  
Inter-personal  
Leadership  
Time Management  
Accuracy  
Disciplined

### EXPERIENCE

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#### SALE ASSOCIATE • TKMAXX • SEPTEMBER 2019 – OCTOBER 2020 (P/T)

Duties:

- Maintaining quality of my assigned department
- Customer Service
- Time management
- Merchandising products
- Cashier/ Frontline service

#### LEGAL INTERN • MATHESON • JUNE 2020

Duties:

- I worked on various tasks/projects individually and as part of a team. These projects involved different areas of the practice such as tax, pharmaceutical contracts, Covid 19 business advice and Central Bank regulations.
- Presented a proposal to modernize courts system in Ireland to accommodate the Covid-19 crisis.

#### TEMPORARY CLERICAL OFFICER • REVENUE • JUNE 2019 – AUGUST 2019

Duties:

- Debt Management
- Negotiating phased payment plans with taxpayers
- Deciding whether to refer a tax payer to a sheriff, solicitor or for bank account attachment
- Case investigation and research
- Contacting enforcement agencies
- Drafting of solicitors undertakings

#### SALES ASSISTANT • SUPERVALU CASTLETROY • JUNE 2018 – FEBRUARY 2019 (P/T)

Duties:

- Stock replenishment
- Checkouts and Customer Service
- Customer service
- Store remodeling

## EDUCATION

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### LAW & TAXATION - BBS (HONOURS) • GRADUATION 2021 • LIMERICK INSTITUTE OF TECHNOLOGY

I have achieved a GPA of 75% over my 3 years in Law & Taxation and aim to achieve a 1<sup>st</sup> class honours upon the completion of the degree.

Modules completed: Income Tax, Financial Accounting, Economics, Business Maths, Insurance and Credit Law, Legal Structures and Communications, Constitutional Law, Tort Law, Business Accounting Techniques, Contract Law, Employment Law and HRM, Corporation Tax, Capital Gains Tax, Capital Acquisitions Tax, Value Added Tax, Stamp Duty, Law of Tort, Company Law, Administrative Law, EU Law Criminal Law, Advanced Tax and Statutory Interpretation, Law of Real Property, Criminal Law, Commercial Law, International Tax, Family Law, Tax Management.

### LEAVING CERTIFICATE • 2017 • JOHN THE BAPTIST COMMUNITY SCHOOL

Honors in English, Music, Business, German and Chemistry.

## EXTRA CURRICULAR ACTIVITIES

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**Winner of the Irish Tax Institute “Your Take on Tax” competition 2019:** Produced a video on the general tax structure in Ireland, the carbon tax categories for motor vehicles, CGT retirement relief and why to become a chartered tax advisor.

**Winner of the Maynooth University Department of Law National Intersvarsity Negotiation Competition 2019:** Competed against teams from Maynooth, TUD and Sterling University. Negotiated on behalf of clients.

**Founding Secretary of the LIT Law Society 2019:** Hosted the launch event for the society, which included interviewing Court of Appeal Judge John Edwards.

I have played for the Limerick Institute of Technologies **Basketball team** for the past three years.

Shortlisted in the **A&L Goodbody “Bold Ideas” Competition 2018.**

Participated in the **Law Society of Ireland’s National Negotiation Competition 2020.**

## REFERENCES

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References provided on request.



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