# Ryan Keane

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| *CONTACT DETAILS* |
| **Mobile:** +353 85 1488 404  **Email:** [ryankeane28@gmail.com](mailto:ryankeane28@gmail.com)  **Address:** Newbridge Co.Kildare, Ireland  **Current Position:** Legal Executive & Intern |
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| *EDUCATION* |
| **National University of Ireland Maynooth *2016 – Current (expected graduation 2020)***  **Bachelor of Laws LL.B (with Honours)**   * Grade achieved: 2:1 Grade 1   **The Open University UK *2019***  **Certificate: The Fundamentals of Digital Marketing**   * Grade achieved: Award   **Patrician Secondary School *2010 – 2016***   * Leaving Certificate   (Highest Grade - A1 Higher Level English) |
| *PROFESSIONAL EXPERIENCE* |
| **Reidy Stafford Solicitors - (May 2019 – Current)**  **Legal Executive & Intern – Internship**  In my role as a Legal Executive & Intern I provide administrative support to the firm’s founder and senior partner team of 4 solicitors that operate in Litigation, Conveyancing, Child & Family law and Employment Law  **Responsibilities & Skills Developed**   * Developed skills in prioritisation through managing multiple reporting lines and meeting competing deadlines * Managed Case correspondence (client/Counsel) through legal evolve * Drafted and completed PIAB claims (Personal Injury Assessment Board) * Prepared briefs for counsel on several tier 1 cases * Largest case was a 250,000 personal injury settlement in the high court   **Eircom Limited (eir) - (February 2018 – Present)**  **Retail Sales Consultant**  **Corporate Social Responsibility Leader (April 2019 – Present)**  **Group Headquarters Internship (May 2019 – September 2019)**  In my role as RSC I operate a retail sales store work on a KPI basis and regularly exceed these.  In my role as intern I provided support to the consumer & small business leadership team. I personally reported to the Managing Director of Marketing & eir Sport.  **Responsibilities & Skills Developed**   * Developed skills in managing multiple c-level communications and meeting schedules, both my own and that of selected executives * Involved in three tier 1 projects that were subsequently rolled out to our whole business e.g. Consumer/SMB/SME/Enterprise & Government * Responsible for business unit integration, developed a business wide proposition and several changes to commercial sales collateral liaising with legal and regulatory units * Met with and interviewed full SMT (Senior Management Team) |
| *EXTRACURRICULAR & ACADEMIC ACTIVITIES* |
| **Linklaters LLP - Virtual Experience Programme (2019) - (APPROX 8 hours**)   * **Tasks Completed** ; Business Development, Project Management, Firm Teamwork, Using AI in Law, Legal Research, Resource & Business Management, Communicating to Clients   **Member** - Maynooth University Law Society  **Member** - European Law Student Association (ELSA)  **Member** - The Digital Marketing Institute of Ireland  **Affiliate** – The Chartered Institute of Personnel Development (CIPD)  **Student Member** - The Chartered Institute of Arbitrators (CIArb) |
| *INTERESTS & PERSONAL* |
| ***Hobbies***   * Travelling * Running * Golf * Social Events   ***Interests***   * Politics/Current Affairs * Volunteering/Social Contribution * Debating * Environment/Climate Developments * Sustainability * Fitness   ***Volunteering***   * 2013 : EU Youth in Action Programme * 2013/4 : Youth Council Member of Comhairle na nÓg * 2014 : An Gaisce - Community Volunteer * 2016 : Mental Health Awareness Ireland * 2017 : Pieta House - Darkness into Light * Present : Volunteer & Fundraiser for Special Olympics Ireland * Present : Head of CSR for eir Consumer & Small Business (CSB)   ***Corporate Social Responsibility (CSR)*** |

I am a passionate advocate for CSR. I have been the head of CSR for eir CSB since April.

* In April I took over whilst also working part time and studying
* Through engagement with colleagues formed the largest CSR team across eir
* Ran several companywide incentives to drive fundraising
* Ran the Medieval Marathon in County Kilkenny on September 14th
* Raised 40,000 euro for Special Olympics Ireland’s Young Athletes Programme which introduces children aged 4-7yrs living with intellectual disabilities to sport

References;

* Founder/Partner – Reidy Stafford Solicitors
* MD of Marketing & eir Sport – eir (Eircom Limited)
* Sales Manager – eir (Eircom Limited)

Academic References & contact details for the above available on request