# Ryan Keane

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| *CONTACT DETAILS* |
| **Mobile:** +353 85 1488 404 **Email:** 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)

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| *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