

Shane Daly

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Profile summary

I have always had an interest in law, yet only decided to pursue a career in law while studying at NUIG. I can now picture myself doing nothing else. I have secured passes in all 8 FE-1 subjects and have a considerable amount of experience working in a law firm from my time as a paralegal at Arthur Cox. I am currently working as a Senior Legal Analyst at Brightflag, a legal technology company. I have adapted quickly to studying law and I am very passionate about it. I am enthusiastic, punctual, and reliable and have strong communication skills. I have excellent research and analytical skills and I can think critically, even when under pressure. I am very adaptable and take in new information quickly. I work well as part of a team and I am capable of working independently. I have a constant thirst for knowledge and like to keep up to date with current affairs. I enjoy facing new challenges and would happily work on any task assigned to me.

Education

- Law Society of Ireland, 2020-2021: Postgraduate Diploma in Corporate Law and Governance.
- Lawschool.ie, FE-1 Preparatory Courses in 8 FE-1 subjects (Passed all 8).
- National University of Ireland Galway; 2012-2016: BA in History & Geography.
- St. Mary's College; 2007-2012: Leaving cert points: 460.

University Involvements

- Represented the NUIG surfing team at the intervarsity championships.

Work Experience

October 2020-Present: Brightflag: **Senior Legal Analyst**

- Manage a team of Analysts.
- Generate and report on weekly metrics reports.
- Conduct analyst training.
- Work closely with customer support in order to resolve client/vendor issues.

August 2019- July 2020: Arthur Cox: **Capital Markets Paralegal**

- Carrying out legal research on a wide range of areas, including capital markets industry data and securitisation legislation, amongst other areas.
- Drafting board minutes, legal opinions, and various other legal documents.
- Managing process of listing notes on the Vienna Stock Exchange.
- Conducting due diligence.
- Making security filings with the CRO.

- Managed NDA negotiation process for a large bank, dealing with a large amount of parties.
- Liaising with clients and corporate service providers.
- Setting up and organising data rooms.
- Working under time pressure and strict deadlines while maintaining the highest level of quality.
- Managing competing priorities daily.

June 2019-August 2019: Dubai Aerospace Enterprise (DAE Capital): **Paralegal**

- Prepare and present monthly internal reports to CLO and legal leadership team.
- Responsible for maintaining data base of core transaction documents.
- Responsible for storing and indexing core original transaction documents.
- Managing legal ebilling and analytics software.
- Answering law firm invoicing queries.
- Liaising with transaction attorneys on a wide range of issues.

January 2018-June 2019: Brightflag; **Senior Legal Analyst**

- Promoted to senior legal analyst within six months.
- Responsible for developing and managing the legal analyst training programme.
- Manage a team of analysts.
- Review retainer agreements to identify specific areas where clients can reduce costs.
- Report and track issues using JIRA software.

August 2015 –December 2017: Austie's Bar & Restaurant; **Bar Supervisor/Waiter**

- Promoted to bar supervisor within 8 months and given a raise.

Sporting Achievements

- Winner of the Sea sessions bodyboarding competition.
- Second place in the Sligo Billabong open.
- Third place on the Irish bodyboarding tour on two occasions.

Secondary school achievements

- Recipient of Hardiman Academic award in junior cert year.
- Winner of annual Science award in Fifth year.
- Completed a CPR training course during transition year.

Voluntary activities

- **Literacy support mentor**, Suas paired reading programme March 2018- June 2018.
- **Computer literacy tutor**, Transition year computer literacy programme for elderly people.

References available on request.