**Thomas Condon**

**+447597792995 thomas.condon@ucdconnect.ie 43 Rivervalley Drive, Swords, Co. Dublin**

**Education**

* University College Dublin - Law (BCL European) Class of 2015 - 2.1 honours degree

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| * + Year 1 - GPA 3.40
 | * + Year 2 - GPA 3.40
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| * + Year 3 - ERASMUS Exchange, University of Vienna 2013-2014
 | * + Year 4 - GPA 3.40
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* The Institute of Education - Leaving Certificate Class of 2011
	+ Awarded 485 Points in the Leaving Certificate, including an A1 in English at higher level

**Work Experience**

**Specialist Legal Professional, Baker McKenzie — July 2018 - Present**

**Legal Professional, Baker McKenzie — December 2015 - July 2018**

I was selected for the specialised 'Transaction Support Group' at Baker McKenzie for showing aptitude and subsequently promoted to the rank of specialist, one of only 3 in a group of 60. This role has developed in me a keen commercial focus and business acumen, as I have worked with global clients in respect of high value transactions.

* Assisting with various components of M&A, investment and joint venture transactions, such as: preparation of board minutes; companies house forms; steps lists; carrying out due diligence (including contract reviews and summaries and review of corporate books and filings). These transactions involve liaising with lawyers and companies across many jurisdictions.
* Conducting legal research in the context of transactions and selected (on recommendation of current manager) to carry out research for Baker McKenzie’s General Counsel. Research projects have included review and analysis of the method in which data privacy legislation is applied on a global scale.
* Managing multi-jurisdictional surveys, including drafting instruction emails to relevant local counsel, editing/refining responses and presenting results to clients in a consistent and useful manner.
* Testing and use of software for the provision of legal services, ranging from basic applications such as virtual datarooms and mailmerge, to being a first user within the firm of eBrevia and training others within the firm on new machine learning software and projects.
* Carrying out IP screening, including review of databases.
* Assisting on capital markets transactions. This has involved assisting with the drafting of prospectuses (including MD&As, OFRs, business and industry sections), conducting IPO specific due diligence exercises, note taking during conference calls, and certain project management functions.
* Leading teams of other Legal Professionals in certain projects, such as redacting confidential client information from discovery documents or conducting documentary due diligence.

**Commercial Property Intern, McDowell Purcell Solicitors — June - November 2015**

I sat beside and in constant contact with a firm partner and completed a large range of tasks, both administrative secretarial and legal. This position significantly enhanced my office administration and legal writing skills.

* Assisted a team of solicitors with both case management and routine document generation through a large caseload, requiring excellent organisational and time management skills.
* Completed and lodged a variety of forms, including licensing and revenue forms.
* Conducted legal research.
* Assisted in the carrying out of title analysis on properties charged as security over loans.
* Assisted solicitors in drafting legal documents, including assignments, conveyances, leases, declarations, and solicitors undertakings.
* Worked autonomously to progress files without direct management.
* Wrote articles on topical property law issues and awareness for the McDowell Purcell monthly 'EZine', circulated among the firm's clients.

**Other Experience**

* Legal Department Intern, Aer Lingus Group — June 2014 - August 2014
* Customer Care Agent, Outsourced Client Solutions — May 2012 - August 2013
* Kitchen Porter; Radisson Airport Hotel; Dublin — June 2011 - August 2011

**University Extracurricular Activities**

* As part of the UCD Student Legal Service (SLS) I contributed articles and commentary to the SLS Publication entitled the ‘Civic Guide to the Constitution’. This was the first comprehensive layman's guide to the constitution. It was launched by Justice O’Donnell of the Supreme Court, in April 2013. I was also the IT and Technology law editor and writer for the 2015 SLS publication, 'Law in the 21st Century'.
* Ran several free legal information clinics for students, offering them information on their rights, particularly regarding employment, property, and consumer law.
* Judge in the 2014 and 2015 SLS Negotiation Competitions. I judged competitors based on their negotiating style and whether they had effectively secured their 'client's' interests in the final agreement.
* Regularly appeared on-air with the legal affairs radio show ‘The Sutherland Show’, set up by UCD law students.

**Languages, Skills and Interests**

* Good general German language proficiency (B1.1 under the CEF System).
* As a lifelong member of Scouting Ireland, I have served as a volunteer leader for young scouts of all age groups and organised many hikes and other team activities. To this end, I have undertaken several first aid, leadership, and team building courses.
* Regular volunteer with FLAC while in Dublin and the Law Centre in Belfast, attending the Finglas and Swords clinics and assisting qualified solicitors to provide public callers with legal information on a pro bono basis. I have enjoyed the client facing nature of these clinics and hope to continue throughout my career. With Baker McKenzie I was a team lead in a pro bono project in conjunction with FEANTSA in relation to migrant homelessness in Europe. I have also appeared in front of a DLA (Disability Living Allowance) benefits appeal tribunal to assist an applicant with advice and representation, as part of the pro bono offering at Baker McKenzie.
* Played rugby for Malahide RFC and the Donau Pirates RFC. I now play tag rugby and 5-a-side soccer regularly with colleagues and friends.
* I have hadinterest in computers from a young age and built my own at age fourteen. I also have a very good understanding of both Microsoft Windows and Mac OSX, and all Microsoft Office software.

**References**

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