Tommy Whittle

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EDUCATION & QUALIFICATIONS

2019-2020 **Final Examination – First Part (FE-1)** passes in 8 subjects achieved at first attempt.

*Obtained*: Equity & Trusts Law (61%), Company (57%), EU Law (55%), Contract Law (55%), Constitutional (54%), Tort (50%), Property (57%), Criminal (57%)

2014-2018 **Trinity College, Dublin,** BA – Economics & Philosophy

*Final Grade:* 62% (II.1) – *Obtained;* Topic of Political Economy (68%), International Economics (63%), Economic & Legal Aspects of Competition Policy (62%)

2008-2014 **St. Gerard’s School, Bray, Co. Wicklow**

*Leaving Certificate*: English B1, Design and Graphics Communications B1, Maths B2, Biology B2, Business C1, Irish C2 (All Higher Level, 490/625 Points, 89th Percentile)

PROFESSIONAL LEGAL EXPERIENCE

Sep 2020 – to date **Paralegal at Hayes Solicitors, Dublin**

Working in commercial department as part of the team preparing a large product liability case for Court, liaising directly with Senior Counsel and worldwide medical expert witnesses, compiling and organising the relevant documentation for Counsel and the expert witnesses using the new virtual software “Trialview” developed due to the pandemic.

Nov 2019– Feb 2020 **Paralegal at Haughton McCarroll Solicitors, Co. Wicklow**

Apr 2020- Sep 2020 Worked in various departments within this long established general practice. Submitted first registrations of residential and commercial properties, assisted in preparing closing documents for completion of sales, requested closing searches, prepared personal injuries applications to Personal Injuries Assessment Board, prepared discovery required in personal injuries cases, prepared draft replies to particulars, prepared briefs to Counsel, books of pleadings for Court,

Apr 2019–Aug 2019 **Paralegal & Summer Intern at Eversheds Sutherland**, **Dublin**

Completed 17-weeks in the Real Estate department as part of a team working on major commercial property transactions. Conducted tasks such as undertaking mapping searches, assembling the title documents, assisting in first registrations in the Registry of Deeds and the Land Registry, archiving deeds, drafting letters and liaising with staff in the Registry of Deeds, Land Registry, Bank Securities Departments and other firms of solicitors

FURTHER WORK EXPERIENCE

Jun 2016-Jul 2016 **Work Experience in Bank of Ireland, Global Markets, Dublin**

Worked as an intern on various trading desks. Gained first-hand insight into the volatility and impact caused by Brexit “Leave” vote. Organised team meetings, held minutes of meetings. Developed excellent understanding of corporate IT systems.

Summers 2014-15 **Worked as a Barman at Whistlers Pub, Wicklow Town**

Worked summer at family home in popular and successful local pub. Organised events and parties. Hiring bands and great dealing with clients.

SPORTING ACHIEVEMENTS

2010 Fr. Godfrey Cup Winners with St. Gerard’s School JCT

2014 Vinnie Murray Cup Winners with St. Gerard’s School SCT

2011 – 2015 Leinster Rugby Representative – U17, U18 Interprovincial Champions, U19 Interprovincial Champions, U20.

2014 Awarded Rugby Scholarship to Trinity College, Dublin.

2015 Leinster U20 Premier Division Champions with Trinity U20 Rugby Team.

2014-2015 Member of Trinity Rugby First XV playing in Division 1B of the Ulster Bank All Ireland League.

2015 Finalist in the World University Rugby Championship in Oxford.

2016-2020 Member of Trinity & Old Belvedere 1st XV playing in Division 1A & 1B of Ulster Bank All Ireland League.

IT SKILLS

Excellent knowledge of MS Office, Word, Excel, Outlook, PowerPoint, Trialview and Legal Evolve as well as a great understanding of the official PRA online service, Revenue ROS Online System

Comprehensive understanding of the case management systems used by a corporate law firm, and of document storage systems like Kefron.