

TONY MCBRIEN

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EDUCATION & QUALIFICATIONS	
FE-1 Exams <i>September 2023 - March 2024</i>	Contract Law: 68% Criminal Law: 66% Property Law: 60% Constitutional Law: 59% Equity: 59% EU Law: 57% Tort: 56% Company Law: 53%
Diploma in Law in the Law Society of Ireland <i>September 2021 - June 2023</i>	Achieved: 77% overall Property Law: 98%* Equity: 96%* Contract Law: 80% Tort: 75% Criminal Law: 74%* Constitutional Law: 70% Company Law: 66% EU Law: 55% * denotes highest grade in class
Bachelor of Arts in History and Irish in University College Dublin <i>September 2013 - May 2016</i>	Achieved: 2:1 Level 8
Leaving Certificate in Ardscoil Phádraig, Granard, Co. Longford (DEIS School) <i>September 2007 - June 2012</i>	Achieved: 435 points (Highest Leaving Cert points in my year)
WORK EXPERIENCE	
Company Secretary Officer, AlterDomus <i>July 2024- Present</i>	<ul style="list-style-type: none">• Working on the setup and on-boarding of client structures, and administering complex international structures.• Interacting and liaising with clients, board members and third party intermediaries such as banks, lawyers, accountants and tax advisors in various jurisdictions.• Ensuring key documentation for various client entities is accurate and up to date.• Preparing the documentation for various company secretarial transactions (e.g. incorporation, share allotment, capital reduction, change of directors, strike off, amendment of articles of association, power of attorney etc.) and arranging the

	<p>necessary filings.</p> <ul style="list-style-type: none"> ● Organising and preparing for board and shareholder meetings, including by the preparation of comprehensive board and shareholder packs. ● Participating in board and shareholder meetings, drafting and circulating minutes of those meetings. ● Ensuring companies in my portfolio adhere to good corporate governance practices in their meetings and in their day to day operations. ● Maintaining statutory registers and records for various corporate entities. ● Monitoring annual and ad-hoc statutory filings and ensuring companies are fully compliant with their statutory obligations. ● Monitoring changes in relevant legislation and the broader regulatory environment, and ensuring companies take the appropriate action to remain fully statutorily compliant. ● Supporting cross-departmental and multi-jurisdictional teams on client transactions. ● Taking care of day to day company secretarial operations of the various entities in my portfolio. ● Minuting meetings of the internal Risk and Compliance Committee.
<p>Substitute Teacher, Department of Education and Skills <i>October 2023- December 2023 & April 2024-June 2024</i></p>	<ul style="list-style-type: none"> ● Facilitating daily lesson plans. ● Complying with and enforcing school policies. ● Instructing students. ● Monitoring students. ● Promoting positive student behaviour.
<p>Intern, Sheehan & Company LLP Solicitors <i>July 2023-August 2023</i></p>	<ul style="list-style-type: none"> ● Assisting a Partner with their general practice. ● Assisting in the registration of property in the PRA. ● Compiling schedules of title documents. ● Completing first drafts of contracts from precedents. ● Analysing wills. ● Attending and minuting client consultations. ● Conducting legal research. ● Liaising with clients and other practitioners. ● Completing various administrative tasks.

<p>Teacher of Irish, The High School Dublin <i>August 2018 – June 2023</i></p>	<ul style="list-style-type: none"> ● Developing daily, weekly and annual lesson plans. ● Communicating with the school’s stakeholders. ● Coordinating the Green Schools Committee. ● Coaching hockey.
<p>Student Teacher, CBS Westland Row & Adamstown Community College, Dublin <i>August 2016 – May 2018</i></p>	<ul style="list-style-type: none"> ● Completed two periods of work experience. ● Developing and facilitating daily lesson plans. ● Receiving feedback from a mentor. ● Implementing feedback. ● Assisting with extra-curricular activities.
<p>Part-time Shop Assistant, Londis, Granard <i>June 2010– August 2015</i></p>	<ul style="list-style-type: none"> ● Communicating with and assisting customers. ● Managing the point of sale. ● Stocktaking. ● Processing payments and supplier invoices. ● Ensuring accurate bookkeeping.
<p>ACHIEVEMENTS</p>	<ul style="list-style-type: none"> ● Student of the year 2012: Ardscoil Phádraig. ● Top of my class in the Property Law, Equity and Criminal Law modules on the 2021-23 Diploma in Law.
<p>EXTRACURRICULAR ACTIVITIES</p>	<ul style="list-style-type: none"> ● Staying active. ● Travelling. ● Cultural activities. ● Reading.

References available on request.