

Curriculum Vitae

Zoë Byrne

Personal Details:

Name: Zoë Byrne
Address: 150 Leeson Street Upper, Dublin 4, D04 YT51.
Date of Birth: 26/08/1996
Telephone No: 0863442609
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Professional Summary:

- Graduated in September 2020 with a 2:1 Bachelor of Laws LLB from Maynooth University.
- Completed a 1:1 thesis on the topic of Direct Provision in Ireland, with a focus on Irish Constitutional law and EU law.
- Have passed Contract and Tort FE1 exams and am awaiting results for EU law, Company law and Equity in May.
- Currently working full-time as a Compliance Associate in Footprint Underwriting. My role involves regulatory compliance in the insurance sector with EU law, Irish national law and Central Bank financial services regulation. I am also involved in project planning and development.

Education:

Primary School: St Paul's Primary School,
(2001-2009) Abbeylands,
Navan,
Co. Meath

Post Primary: Loreto Secondary School,

(2009-2015) St Michael's,
Navan,
Co. Meath

Examination Results:

Leaving Certificate 2015 505 points (CAO)

University: Bachelor of Law LLB
(2015-2020) Maynooth University,
Maynooth,
Co. Kildare
Upper Second Class Honours

Work Experience:

Job Title: Compliance Associate
Date: November 2020 - Present
Employer: Footprint Underwriting DAC
Level One,
The Chase,
Carmanhall Road,
Sandyford Industrial Estate,
Dublin 18.

Duties:

- Writing internal policy and procedure for compliance with various Irish national law/ financial service regulations (Data Protection Policy/ Whistleblowing Policy etc).
- Auditing and evaluation of Claims and Underwriting staff/ complaints procedure/ Approved Re-pairer network.
- Provide internal training on key pieces of regulation and legislation.
- Strong knowledge of AML/ ML legislation, Data Protection legislation, Protected Disclosure legislation etc.
- Project planning and development duties.

Job Title: Salon Manager

Date: August 2012 - March 2020

Employer: Robert Byrne Hairdressing

5 Belfry View,

Navan,

Co. Meath

Mr Liam Byrne (Owner)

Duties:

- Tidying the salon floor and cleaning up the kitchen.
- Attending to the clients and providing them with refreshments.
- Answering the phone and making appointments.
- Operating the checkout tills.
- Washing hair.
- Making and organising online orders.

Job Title: Intern

Date: 29th October 2019 - Present

Employer: Transparency International Ireland,

69 Middle Abbey St,

North City,

Dublin,

D01 P5Y4.

Duties:

- Operating free legal advice helpline.
- Assisting in general office administration.
- Email handling.
- General research and analysis.
- Legal research and analysis.
- Working closely with the Protected Disclosures Act 2014.
- Liaising with staff solicitors to provide advice for clients.

Previous Short Term Work Experience:

Date: October 2014 (One Week)

Employer: A&L Goodbody,
28 North Wall Quay,
North Wall,
Dublin 1

- Chosen to participate in a Law Start Day with A&L Goodbody 2016.

Interests and Hobbies:

- Swimming
- Jogging
- Yoga
- Worked as a volunteer in my local St Vincent de Paul charity shop for 6 months during the Covid-19 pandemic.