

Dan Dwyer



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PERSONAL

Date of Birth: 3 October 1985. **Place of Birth:** Cork, Ireland. **Citizenship:** Irish.

CAREER SUMMARY & SKILLS

I have experience working in the construction industry as carpenter/joiner and gained experience working in the area of alternative dispute resolution as an Assistant to a Dispute Neutral. Having worked with colleagues in a wide range of roles including site foremen, site developers, safety officers, barrister, and dispute neutral, I have developed excellent communication skills and established strong rapport with all my colleagues and clients both past and present. In addition, I have acquired experience in the management of and delegation to others, when entrusted to do so by my superior. I am also confident in my client-facing skills having worked with a large number of clients in my previous positions and in my current role.

In 2008, I made the decision to return to full time education and subsequently attained a first class honours degree in law. Furthermore, I decided to attain an LLM to deepen my knowledge within the area of commercial law. I believe the experience gained in my previous career, in addition to the experience I have obtained in my current position; coupled with my strong academic track record, make me an excellent candidate for a traineeship with ByrneWallace. Moreover, I have excelled in other areas such as sport where I applied my robust discipline and work ethic to win an All-Ireland medal with my local GAA club, and I had the honour of representing my county.

EDUCATION

FE-1 Examinations

OCTOBER 2015		MARCH 2015		MARCH 2014	
Topic	Result	Topic	Result	Topic	Result
Company Law	Awaiting	Law of Contract	50	EU Law	55%
Criminal Law	Awaiting	Equity	51	Real Property	58%
Constitutional Law	Awaiting			Law of Tort	50%

College Name

Law Society of Ireland May 2015

Course Name

MOOC in Technology Law

QUALIFICATION

Certificate of Completion

College Name

University College Dublin 2012-13

Course Name

Master of Laws in Commercial Law (LLM)

Results

GPA 3.42 (2.1)

QUALIFICATION

Master of Laws in Commercial Law (LLM) 2013

College Name

Institute of Technology Carlow 2009-12

Course Name

Bachelor of Arts (Honours) in Law (BA)

Results

Graduated with First Class Honours
Second Year: 2:1
First Year: 2:1

<u>QUALIFICATION</u>	<u>Bachelor of Arts (Honours) in Law (BA) 2012</u>
<u>College Name</u>	Cork College of Commerce 2008-09
<u>Course Name</u>	Adult Leaving Certificate Course
<u>Details</u>	I used this one-year intensive course to obtain my Leaving Certificate in order to pursue my dream of studying law and to gain entry to third level education.
<u>Results</u>	English (O) A2, Mathematics (O) A2, History (O) A1, Geography (H) B3, Biology (H) C1, Business (H) B1 (total points: 390).
<u>QUALIFICATION</u>	<u>Leaving Certificate</u>
<u>College Name</u>	Cork Institute of Technology
<u>Course Name</u>	Carpenter/Joiner Apprenticeship Attended Cork Institute of Technology on block release from August to December 2004, January to April 2006, and April to June 2007.
<u>QUALIFICATION</u>	<u>(Level 6) Advanced Certificate Craft – Carpentry and Joinery 2007</u>
<u>WORK HISTORY</u>	
<u>Company Name</u>	Madden Mediation & Arbitration (Ireland) Ltd. Full time from August 2014 to present.
<u>Job Title</u>	Assistant to a Dispute Neutral (John Madden)
<u>Responsibilities</u>	<ul style="list-style-type: none"> ➤ Assisted in analysis of issues and drafting conciliation recommendations; ➤ Contract and document review; ➤ Examination of evidence and witness statements; ➤ Analyzing, researching and summarizing legal information; ➤ Attendance and assistance at hearings; ➤ Preparing letters and emails to clients; ➤ Managing key conciliation and mediation documentation; ➤ Liaising with clients.
<u>Company Name</u>	Joseph P. Farrell Solicitors Part time from October 2011 to April 2012.
<u>Responsibilities</u>	<ul style="list-style-type: none"> ➤ Organising files for District Court; ➤ Filing; ➤ Managing post; ➤ Photocopying.
<u>Company Name</u>	George F. Daly & Co. Solicitors Part time for the Summer of 2010.
<u>Responsibilities</u>	<ul style="list-style-type: none"> ➤ Organising files in preparation for High Court cases; ➤ Filing; ➤ Photocopying.
<u>Company Name</u>	Knockleigh Construction Summer of 2009, 2010, 2011, 2013 (partially), and September 2013 to January 2014.
<u>Job Title</u>	Carpenter
<u>Responsibilities</u>	<ul style="list-style-type: none"> ➤ Organised and ordered materials; ➤ Ensured successful completion of projects on time; ➤ Finish detailed work requiring high levels of skill;

- Ensured that carpentry work was completed to a high standard.

Company Name

Manorlawn Construction
Full time from 2003 to 2008.

Job Title

Apprentice/Carpentry Foreman
Apprentice

Responsibilities

- Completed a four-year apprenticeship and qualified as a carpenter/joiner under the guidance of qualified carpenters, which also included block release in Cork Institute of Technology (2004, 2006, and 2007);
- Trained using hand tools and power tools for roofing, slating, tiling, and first and second fix of residential and commercial properties;
- Qualified in 2007 and remained with the same employer.

Responsibilities

Carpentry Foreman

- Ensured that carpentry work was completed to a high standard;
- Responsible for working with and training apprentice carpenters;
- Responsible for organising apprentice carpenters;
- Responsible for the safety of my team and ensuring the site was clean, accessible, and a safe working environment.

MAJOR ACHIEVEMENTS

- Graduating with First Class Honours 2012;
- New York Senior Hurling Championship 2012, 2008;
- All-Ireland Intermediate Hurling Championship 2011;
- Munster Intermediate Hurling Championship 2010;
- County Intermediate Hurling Championship 2010;
- Represented Cork at under 21 level in a Munster Final 2006.

SKILLS AND ABILITIES

- I am extremely hard working whether it is at training, working or studying;
- I am very reliable and punctual. I have rarely missed a day's work unless it was for a justified reason and I am always on time;
- I am proficient in Microsoft Word, Excel, and PowerPoint;
- I am excellent at receiving and carrying out instructions precisely;
- I am very capable of working on my own initiative as there is always something productive that can be done;
- I am very organised, structured, and detailed oriented;
- I have exceptional communication (written and verbal skills) and interpersonal skills.

HOBBIES AND INTERESTS

- Prior to moving to Dublin, I was a fully participating member of my local GAA club where I engaged when possible in training, sometimes three nights a week with my own team as well as coaching some of our underage teams. I have completed a GAA Coaching Education Programme to improve my coaching skills;
- I enjoy reading;
- I was elected to the position of class representative in my final year in IT Carlow. This role involved meeting with the law faculty and Head of the Department of Humanities at the end of the year to discuss and make suggestions, which I gathered from the rest of the students, to help improve the course. Many of the suggestions made have since been implemented;
- Additionally, I enjoy running, going to the gym and keeping fit. Every Christmas I run the local four-mile road race as it raises money for the Irish Cancer Society.

REFERENCES

John Madden

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