

TREVOR HERR

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EDUCATION

Candidate for Juris Doctor, 2024-Present
Faculty of Law, University of Western Ontario

Bachelor of Commerce, Specialist in Finance and Economics & Major in Economics Graduated 2022
Rotman Commerce, University of Toronto

- Dean's List; 2018-2022

PROFESSIONAL EXPERIENCE

National Research Council of Canada, (Remote)

Finance Officer May 2022-June 2024

- Responsible for the accurate execution of client contracts upwards of \$1mm for invoicing and contract details including communicating with Project Managers and Clients to mitigate and solve any issues surrounding invoicing.
- Participated in a Contracting Optimization group involved in presenting to upper management the entire contracting process with clients. Presented the invoicing component of the process and suggested further improvements that could be made.
- Provided timely and accurate monthly financial reports regarding client revenue accounts, employee travel, and operational expenses for use in management decision making for the Construction Research Centre.
- Maintained accurate daily COGS reporting of the National Building Codes catalogues.
- Respond to inquiries from Project Managers and other Management to provide advice and guidance regarding accurate financial management.
- Developed and improved multiple pathways to more efficient and effective reporting by refining and adding instructions for tasks and creating macros for use in excel reports.

Student Finance Officer Aug 2021-April 2022

- Completed hundreds of cost recoveries within SAP of IT products for the entire agency. Communicated any required Budget approvals to the appropriate Budget Holder.
- Analysed Salary forecasts versus actual salaries for discrepancies using Excel. Followed up on discrepancies and made appropriate adjustments within SAP.
- Comprehensively streamlined and automated categorization of ops expenses within Excel.

Metro, (Toronto & Oshawa)

Cashier

Oct 2020-April 2022

- Scanned, processed, and packaged customers items while maintaining efficient timing and cheery demeanor.
- Memorized over 50 individual item codes to speed up process of cashing out customers.
- Supervised and ensured successful operation of self-checkout machines.
- Ensure accuracy of payments and balancing of the cash in the register.

Durham Catholic District School Board, (Oshawa)

Summer Staff, Information Technology Services

June 2019-Aug 2019

- Assisted technicians with general duties by directly aiding in tasks such as upkeep of network infrastructure and troubleshooting of Mac's and Windows PC's.
- Assisted in the implementation in dozens of pieces of software and hardware with the rollout of new laptops for staff.
- Managed hundreds of units of inventory by updating and adding new computer hardware into inventory.

EXTRA-CURRICULARS

11 Clerk Lerner's Cup, Western Law

Oct 2024

- Organized and moderated a round of the 2024 Lerner's Cup Appellate advocacy moot
- Set-up meeting for moot and communicated with participants
- Kept accurate time-keeping of submissions to ensure round stayed on track

Tory's Negotiation Moot, Western Law

Nov 2024

- Negotiated a funding and incorporation agreement for a resource exploration company
- Covered IP ownership, board of directors' makeup, and corporate funding

Hockey Salary Arbitration Moot, Western Law

Nov 2024

- Simulated a salary arbitration for Mitch Marner of the Toronto Maple Leafs
- Represented the team in advocating for a lower salary figure

Personal Law and Business Blog, https://medium.com/@trevor_herr & www.trevor-herr.com

- Personal Blog discussing various topics relating to law, finance, and economics

LANGUAGES

- French – Full Fluency, both written and orally.

INTERESTS

- I'm a big hockey fan, particularly of the Montreal Canadiens.
- I love to go skiing (I'm looking forward to the day I can experience skiing in the Rockies).
- I'm a big fan of horror books and movies.