



Kerry Rooke Practice Manager

Kerry joined Cullens in 2005 as Practice Manager. Her past experience includes more than 23 years in various management roles in a number of prominent law firms.

Besides the day-to-day management of the firm Kerry is also responsible for the management of the support staff, the records and renewals section, accounting and service staff and for providing support to the professional team members.

Kerry monitors and maintains the office management systems and facilitates and implements upgrades and new systems in a timely and efficient manner.

Qualifications

- Bachelor of Arts, majoring in ancient history and archaeology (BA)
- Various computer and management systems industry courses

Professional Affiliations

- Member, Australian Legal Practice Managers Association (ALPMA)

Experience

- Over 23 years experience in law firms in different roles ranging from secretarial and training to occupational health and safety, IT network management and office management
- Developed various in-house word processing systems with fully automated precedent management systems

BA

Brisbane

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Experience

- Specialised database administration
- Personnel management
- Administrative management
- Training
- Accounts management
- Computer management
- Workplace health and safety