

Tara Murphy

6 Kempton Heath, Navan Road, Dublin 7, Ireland

Mobile: 085 755 2027

Email: Taramurphy02@icloud.com

Linkedin: Tara Murphy

Education:

Third Level

Law LLB (Hons) Undergraduate, Technological University Dublin; Oct 2021- May 2024

Final Results: Pending.

Past Results: 2nd Year; 2.1 Average, 1st Year; 2.1 Average.

Modules Completed:

2nd Year- EU Law, Constitutional Law, Company Law, Property Law, European Human Rights Law, Immigration, Refugee & Citizenship Law

1st Year- Critical Approaches to Law and Society, Core Legal Skills, Contract Law, Criminal Law, Tort Law, Family Law.

Final Year Modules:

Final Year- Evidence Law, Equity Law, Law and Technology, Jurisprudence, Media/IP Law, Administrative Law.

Second Level

Mount Sackville Secondary School; September 2015- June 2021

Leaving Certificate: Classics (H1), English (H2), Business (H2), Home Economics (H2), Religion (H2), Irish (H3), French (H4), Maths (O2).

Work Experience

Jeanne Boyle & Co Solicitors: June 2022- Present; **Job Title:** Legal Assistant

Responsibilities

- Preparation of affidavits, Notice of Motions, and the Form 1 for High Court bail applications.
- Filing of documents in the Central Office and serving the State with the filed copies.
- Attendance at court in Cloverhill Courthouse and taking note of court proceedings.
- Attendance of consultations with bail applicants and their family members and taking note of their evidence.
- Preparing books for our Supreme Court case and attendance of the case in the Four Courts.
- Digital Filing

RUA Woodfired Pizza: February 2022- March 2023; **Job Title:** Waitress

Responsibilities:

- Keyholder at RUA Woodfired Pizza, holding the responsibility of opening and closing the restaurant.
- Closing off the tills, handling the cash and finding the end of day balance.
- Being a barista, waitress and being in charge of deliveries, teaching initiative to do what is needed without being told.
- Regularly being put as front of house/ barista as I am very sociable and love to interact with people.

The Porterhouse Central: June 2021- November 2021; **Job Title:** Waitress

Responsibilities:

- Put in charge of multiple sections in the busy bar based on Nassau Street ensuring I knew how to work efficiently in a fast-paced environment and taught me to work under pressure.

Skills

- **Attention to detail:** I have developed this during my time working as a legal assistant. I have seen firsthand the importance of all information in affidavits being entirely correct down to every digit of the charge sheet numbers. In preparing the books for the Supreme Court case I spent days ensuring all the page numbers were correct and no book was missing a page as I am aware how important the small details are.
- **Teamwork:** During my time working as a waitress, I truly realised how important working as a team is to ensure everything runs smoothly. I thoroughly enjoy working with people and I would say this is one of my strongest attributes, this is why I always enjoyed team sports such as hockey or camogie.
- **I.T.:** Competent in Microsoft Office, Excel, and PowerPoint and I am very familiar with most social media platforms. I have developed a competency in AI technologies through my Law and Technology module.

Interests

- **Travelling:** I recently backpacked through Vietnam and South Thailand for a month which I thoroughly enjoyed. I have travelled extensively in Europe, and I have visited the United States. I love discovering new cultures and meeting new people. I believe travelling has improved my organisational skills and has given me ample opportunity to grow and mature.
- **Hockey:** Dublin North Hockey Club
- **Ballet:** Level 7

References (available upon request):

Solicitor; Jeanne Boyle

Legal Executive; Mark Griffin

Manager RUA; Sorina Ciornei