**ADRIENNA MC CARTHY**

**PERSONAL DETAILS**

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| **Address:** 153 The Northumberlands, Love Lane, Dublin **Phone:** +353872216306**Email:** adriennamcc1@gmail.com |  |

**EDUCATION AND QUALIFICATIONS**

**October 2018 The Law Society of Ireland**

Sat last 2 Final Examinations (First Part) - Contract Law, Law of Equity

 Passed 6 FE1s - Company, EU, Tort, Constitutional, Criminal and Property Law  **2015-2016 Michael Smurfit Graduate School of Business, UCD**

MSc International Law and Business: Grade **1.1** *Dissertation 1.1, Corporate Transactions 1.1, Corporate Governance, Project Management 1.1, Managing the Negotiation Process 2.1, Corporate Networks 1.1 and Law of International Finance*

**2012-2015** **University College Cork**

BCL (Bachelor of Civil Law): Honors Degree **2.1**

*Commercial Law, EU Law 2.1, Law of Tort, Contract Law, Company Law 2.1, Management Accounting 1.1, Evidence Law and Legal Research and Writing*

**2006-2012** **Ballincollig Community School**

*Leaving Certificate Results:* ***500 points****. All subjects Higher Level. A1 in History, B3 in Business and C1 in Maths. Also studied English, Irish, German and Biology.*

**WORK EXPERIENCE**

**Arthur Cox May 2018 - Present**

***Legal Executive - KPMG***

Managing KPMG’s data privacy, GDPR, AML, KYC procedures and commercial contracts. Assisting the KPMG DPO with GDPR queries, documentation and access requests. Coordinating AML and KYC queries for internal staff and clients. Drafting and negotiating commercial contracts.

* Legal, risk management and compliance experience
* Exceptional attention to detail and organisation skills ensuring deadlines are achieved
* Excellent communication and interpersonal skills

**Philip Lee March 2018 - May 2018**

***Legal Executive***

Solid transactional and litigation experience gained within departments of a busy commercial law practice including commercial and employment law.

* Exceptional drafting, negotiating and organisational skills
* Excellent client management and contact experience
* Ability to prioritise and organise workload to ensure deadlines are achieved

**IDA November 2017 - February 2018**

***Legal Executive (Temporary Contract)***

* Preparing and completing commercial contracts and legal documentationon behalf of IDA (Ireland) in-line with the business plans presented by an IDA client.
* Ensuring compliance with state aids and domestic legislation and to provide legal and administrative effect to the various approvals and decisions taken under IDA’s incentive programmes.

**Novartis September 2016 – September 2017**

***Legal and Contracts Associate***

World-leading pharmaceutical and healthcare company, addressing evolving needs of patients and societies.

* Provide commercial contracting, data privacy and legal project management support to the global business. Legal lead for Novartis and Sandoz clinical trials.
* Review, amend and negotiate clinical trial documentation whilst acting as the first point of contact for legal teams in escalations of legal queries.
* Offer legal, data privacy and compliance support in implementing global and integrity projects.

**Pricewaterhouse Cooper June 2016 – September 2016**

***Advisory and Compliance Research Intern***

PwC offers a broad range of services across audit, tax and advisory.

* Completed a research project in coordination with PwC and UCD, on the: 'Rebooting the EU's financial services landscape for the future, the impact on the consumer, investor and institutions.
* Advised PwC’s clients on the regulatory landscape for the future.

**Linde Material Handling Summer 2015 and Part-time 2015/2016**

***Marketing and Business Development Intern***

Linde is among the world’s foremost makers of forklift trucks and warehouse handling equipment.

* Primarily focused on advising and improving upon Linde Ireland’s online media presence, set up systems to deliver methods of measuring the KPI results and improving the conversion from online sales platforms. Taking ownership and managing the Linde LinkedIn and social media.
* Identifying and advising upon potential new business sectors, sourcing the relevant contacts and customers details and making initial contact.

**Anne Horgan & Co. Solicitors July 2013 – November 2014**

***Administrator***

Anne Horgan & Co. Solicitors is a renowned solicitor’s firm in Cork, Ireland.

* Professionally manage client queries face to face at reception and on the phone
* Attended court with the solicitors, write court attendance memos for files
* Key assistant to the lead family solicitor due to my strong management, legal knowledge and interpersonal skills and enriched administrative skills.

**Additional Work Experience**

**Student’s Union Shop, UCD 2015 – 2016**

***Sales Assistan*t**

* Processing cash and cards, balancing the end of day at the register
* Advising customers with their queries and stocking and tidying the shop floor

**Interests and Achievements**

* Novartis Star of the Quarter Award for contribution to project success and philanthropy.
* Runner up in Law Without Walls Conposium 2016. a global, multi-disciplinary program, ran with the University of Miami, culminating in a business pitch to investors in Miami
* Silver and Bronze Gaisce President’s Award Medals
* Academic Award for Leaving Certificate Results
* Involved with the Gaiety Theatre
* Qualified sailing instructor. Sail and race regularly in Dublin and with Baltimore Sailing Club
* Involved in hockey, teach piano and qualified first aider
* Volunteer for Simon and Peter Mc Verry Trust regularly
* Member of UCD Law Society, Accounting Society and Free Legal Advice Centre
* Finance Officer and Social Secretary of the Free Legal Advice Centre Society (FLAC) in UCC, organize weekly finances, budgeting, lodging money and writing cheques on behalf of the society
* Member of UCC Law Society and UCC Marketing and Management Society

***References are available on request***