

Work Experience

- Worked with Google docs, sheets, slides, Microsoft, Pages & Mac software.
- **Matheson Virtual Experience Programme 2020; September 2020;** Participated & submitted two tasks advising clients, based on real client issues surrounding COVID-19, and was able to compare and learn from Matheson solicitors.
- **Cisco Systems; legal department; Madrid office, June 2018:** Interned in the legal department, mainly reviewed contracts in English and Spanish, sat in on meetings with clients etc.
- **Arthur Cox, Law start day; 2019;** Collaborated with other law students on a day course exploring LawTech, and won a prize for our group presentation on the topic.
- **The BodyShop, sales advisor; September 2020- current:** Advised customers on products best suited to their needs, managed till, cleaned & ad hoc office work when needed.
- **Dun Laoighaire Tuition Centre, July 2018-July 2020;** Worked as an Activity leader and English language teacher, doing administrative work and activities with students such as art, sports, baking, general tours and cultural experiences. Taught English. Trained in new employees. Solely responsible for large groups of students. Used Spanish to communicate at times.
- **Clare Language Centre, February 2018- September 2019;** Tour guide & airport chaperone. Responsible for collecting students who were minors from the airport & transferring them to the company's transport. Communicated (sometimes in another language) between company director, students, their parents & the bus driver simultaneously. Often a high pressure, fast paced environment.
- **Emerald Cultural Institute, Summer 2017:** Worked as both administration and an activity leader, giving students learning English in the school, guided tours of Dublin and various landmarks in the city. This included weekend trips to Galway & Kilkenny. Office work included booking tours, and interacting with the students' group leaders.
- **Trinity College sports centre, 2018-2019:** working at the summer sports camps, as a climbing instructor, and general ad hoc work.
- **Trinity College sports centre, 2016:** working in the office, organising sports programmes for summer camps, and other ad hoc administrative work.

Education

University

- Dublin City University 2017- **Law with Spanish**, BAJLI (Bachelors Arts Joint Honours Law International)
- Erasmus year in Spain, 2019-2020. Universidad de Alacant, optional year, top students selected only.
 - Involved in club & society committees; public relations officer in the Spanish society (2018), secretary in Ultimate frisbee club (2020) & ordinary committee member in DCU's Law society (2020). Reviewed club constitution, organised events, communicated clubs meeting minutes to members & planned tournaments and trips away.
 - Enthusiastic member of DCUs' Law society, FLAC, Spanish society, Athletics team, Ultimate frisbee club.

Secondary School

- Castleknock Community College. Carpenterstown road, Dublin 15. 2011- 2017.
- Awards and merits:
 - Sports and Athletics in the community award.
 - Represented school in Athletics National Championships (five years consecutively).
 - Class captain on Student Council.
 - Merits for work in class and extracurricular work.
 - Bronze Gaisce 2015, Silver Gaisce 2016. Plan to complete Gold Gaisce.
 - School Award for Junior Certificate.

Qualifications

- First aid qualified, volunteered St. John Ambulance.
- Coaching certificate in multi-sports, Trinity College Dublin.
- TCD qualified climbing instructor.
- Leaving certificate; 2017.
- TEFL (Teaching English as a Foreign Language) qualified.

Achievements:

- Silver, International inter-varsities, pole vault 2018.
- Gold, inter-varsities, pole vault 2018.
- New national u19 indoor pole vault record, and champion in 2016.
- Silver in All Ireland senior ladies pole vault, 2016.
- Senior girls, Schools All Ireland, second, 2017.
- Leinster pole vault champion 2015. Defended my title from 2014.
- Represented Leinster in Tailteann games for pole vault 2014.
- Leinster orienteering champion and league champion, 2013 & 2014.

I believe these achievements show I've managed to balance studying, my sport & working, all very well and to a high level.

Referees:

Details available on request.