

## **Name: Alexa Donnelly**

### **Personal Details:**

Telephone: (+353)85 840 9311; Email: [dannelal@tcd.ie](mailto:dannelal@tcd.ie); Age: 22

### **Education and Qualifications:**

2011-2015: Trinity College Dublin, School of Law

2005-2011: Loreto Secondary School Balbriggan

### **Examination Results:**

#### **Law School:**

*1<sup>st</sup> year modules:* Legislation and Regulation (75); Constitutional (72); Criminal (71); Tort (71); Irish Legal System (68); Contract (60).

Overall 1<sup>st</sup> year result: First Class Honours

*2<sup>nd</sup> year modules:* Administrative (68); Equity (68); Constitutional II (65); EU law (62); Land (60); Private Law Remedies (57).

Overall 2<sup>nd</sup> year result: 2:1

*3<sup>rd</sup> year modules:* Introduction to English Literature (75); Medical Law and Ethics (73); Evidence (70); Jurisprudence (66); Public International Law (64); Critical Perspectives on Law (64); Company (61).

Overall 3<sup>rd</sup> year result: 2:1

*4<sup>th</sup> year modules:* Food Law (73); Employment Law (71); Criminology (70); Current Issues in the Legal Profession (69); Advanced Evidence (67); International Human Rights Law (66); Commercial Law (66).

Overall 4<sup>th</sup> year result: 2:1

**Overall Degree: 2.1 (68 average).**

#### **Leaving Certificate:**

Overall points: 565/600.

Subjects: Higher level – English (A1), French (A1), Biology (A1), Chemistry (A2), History (A2), Maths (B1). Ordinary level – Irish (A1).

### **Work Experience:**

#### *Legal Experience:*

**Matheson:** July 2014

#### **Summer Intern (Tax)**

Worked as part of a team of lawyers, (including partners and associates) in the structured finance department in relation to tax incentives for derivatives; registered clients with client services; registered charges on assets; researched answers to legal queries; drafted legal advice; proof read legal advice and agreements; attended talks on legal skills and other departments in the firm.

*Administrative Experience:*

**The College Historical Society:** March 2012 – March 2014

**Librarian, Pro Censor**

Responsibilities as Librarian: Organised the year-long Leinster Schools' Debating Competition (the largest non-sporting schools competition in Ireland); coordinated the Inaugural Address; managed the library and subscriptions; building maintenance.

Responsibilities as Pro-Censor: Hosted debates and guest speakers in the debating chamber, organised and hosted the annual Hist Schools Mace Competition; management of social media and advertising; organised the Irish National Medical Debates.

**Green Key Resources:** July – August 2015

**Temporary Administrator**

Worked in a variety of administration positions from office facilities work to receptionist work. Refreshed conference rooms, greeted clients, restocked office supplies, booked conference rooms and answered external phone calls.

*Research Experience:*

**Fieldwork Future:** February 2013 – April 2015

**Telerecruiter**

Found respondents that match market research criteria to partake in group discussion sessions; carried out telephone and field surveys; maintained and expanded database of potential respondents; greeted respondents and clients.

*Sales Experience:*

**Trinity Alumni and Development:** February 2014 – April 2015

**Student Supervisor, Student Caller**

Responsibilities as supervisor – used Smarteezie software to coordinate fundraising calls being made by student callers to alumni, reviewed and approved all calls made by student callers to alumni, reviewed and approved thank you cards written to alumni, answered questions from student callers.

Responsibilities as student caller – called alumni of the university and informed them of philanthropic projects, with the intention of soliciting donations.

**Interests and Achievements**

**Debating:**

- University level (with the College Historical Society) – Achievements: DCU Open Semi-Finalist; National Maidens Semi-Finalist; Cork Novice IV Finalist; Trinity IV Judge. Non-competitive weekly Chamber Debates on topics of public interest.
- School level – Achievements: UCD Schools' Mace Semi-Finalist; Leinster Schools' Debating Competition Finalist.

**Volunteering:**

Awarded the Dean of Students Roll of Honour and a bronze Gaisce award for volunteer work. Volunteer with the Vincent DePaul Soup Run and International Women's Week.

**Academics:**

Received an Entrance Exhibitioners award upon entrance to Trinity College; received several awards at school level for academic achievement.