**Alexandra Drummy**

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**Education**

**Secondary School**

**2007-2013 Mount Anville Secondary School**

I achieved 540 points in my Leaving certificate in 2013 which was in the 95th percentile: English (A2), Business (A2), History (A2), Accounting (B1), Irish (B1), Maths (B3), Spanish (B2).

**2013-2017 University College Dublin Bachelor of Business & Law (BBL)**

**1st year GPA: 3.43 Equivalent Award 2.1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Mathematics for Business (A) | Contract 1: (B+) | General Introduction to Legal Studies (B+) | Business in Society (B+) | Principles of Microeconomics (B+) | Constitutional Law1 (B) |
| Law and Legislation (B) | ICT in Business (B) | Data Analysis for Decision Makers (B) | Contract 2: (B-) | Constitutional Law 2 (C+) | Inside Organisations (C+) |

**2nd year GPA: 3.27 Equivalent Award 2.1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Criminal Offences and Defences (A-) | Nominate Torts (B+) | EU Economic Law (B+) | EU Constitutional Law (B+) | People at Work (B) | Negligence and Related Matters (B) |
| Foundations of Management Thought (B) | Business Analytics (B) | Financial Accounting 1 (B-) | Marketing: Firms, Customers (B-) | Criminal Liability (C-) | Principles of Finance (D-) |

**3rd year GPA: 3.47 Equivalent Award 2.1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Company Law I (A-) | Company Law II (A-) | Management Accounting (A-) | Matrimonial Law and Reliefs (B+) | Global Business (B+) | Family and Child Law (B+) |
| Business Strategy (B) | Property Law I (B) | Global Operations & SCM (B) | Property Law II (B) | Governing the International Business Environment (B-) | Financial Accounting 2 (C-) |

**4th year** yet to be completed exams in December 2016 and May 2017

**FE1 Examinations**

* I have not yet completed by FE1 examinations.
* I plan to take my FE1 examinations in October 2017 and April 2018.
* I would hope to start my traineeship in ByrneWallace in Septemeber 2018.

**Legal Work Experience**

**Employer:** ByrneWallace **Title:** Work Placement **Date:** August 2016

* I spent two weeks in the Employment Department, carrying out legal research on employment injunctions and stress related employment cases
* I attended an Employment Appeals Tribunal and I organised and prepared documents
* This experience granted me an opportunity to expand my commercial awareness, stimulate and challenge myself, which has motivated me further to pursue a legal career.

**Employer:** Sheehan & Company Solicitors **Title:** Work Placement **Date:** June 2016

* I gained experience in acting for both landlords and tenants, advising, drafting and negotiating leases. Investigated title and carried out research in relation to a boundary dispute
* I organised and prepared documents for both large and small-scale discovery and attended at closings.
* This experience allowed me to expand and apply my knowledge of property law. It enhanced my organisational and interpersonal skills through the constant interaction with clients.

**Employer:** Corrigan & Corrigan Solicitors **Title:** Work Placement **Date:** July 2016

* I attended the High Court with solicitors when case was at hearing – observing and preparing attendances. Assisted trainee solicitors with their research and aided them in finding relevant precedents for cases.
* I sat in with client meetings and reviewed papers and cases. I carried out general office administration such as answering calls from clients, typing reports and filing.
* While working here I was afforded a great insight into the necessary responsibilities and skills required to be successful in the legal environment.

**Voluntary Work**

**Title:** Student Legal Convention Coordinator for UCD Student Legal Services Society

**Date:** May 2016 – May 2017

* I had to establish a SLC sub-committee, arrange speakers and panels, correspond with the convention sponsors, sell tickets and promote the event.
* I judge negotiation competitions and help organise legal information clinics
* I had to use my initiative to come up with new and exciting ideas to promote participation in the event and membership in the society

**Title:** Ladies Captain for UCD Lawn Tennis Club **Date:** September 2015 – May 2016

* I promoted membership, oversaw the clubs bank accounts and interacted regularly with the University Sports Development Management
* I had to organise League teams and events such as intervarsities and colours.
* This position was pressurised at times, particularly while working and studying. It taught me how to time manage and work under pressure. This role improved my analytical and problem solving skills which were necessary to resolve certain disputes and difficulties which arose during the year.

**Title:** Tennis Coach for the Special Olympic Tennis Training **Date:** September 2015 - April 2016

* I organise activities, games and drills for the students and teach technique and the rules of the sport
* This position was very rewarding and fulfilling and I hope to continue my involvement.

**Title:** Treasurer of the UCD Lawn Tennis Club **Date:** September 2014 – May 2015

* I had to apply and secure the grant, organise the financial reports and statements
* I was in charge of the cheque book and transferring money
* This position taught me the importance of time management as I had to be very organised to ensure I adhered to all the different deadlines

**General Work Experience**

**Title:** Bartender **Employer:** Donnybrook Lawn Tennis Club **Date**: September 2013- Present

* I have to prepare the function room for various activities, serve customers and deal with payments.
* I balance the cash receipts at the end of the evening and lock up the building and grounds.
* I am in charge of stocking, cleaning and general maintenance for the bar itself

**Employer:** Deerpark LTC, Donnybrook LTC. **Title:** Tennis assistant **Date:** June 2013-Present

* I prepare learning outcomes and activites for tennis lessons and tennis camps and I have to supervise and ensure the safety of the children, .

**Achievements**

* Completed ECDL (European Computer Driving License)
* Completed child protection and first aid courses.
* Captain of winning team - Floodlight Tennis League Class 1 for UCD 2015
* Captain of UCD 1st team at Intervarsities- 2016 (winner)
* Represented Leinster in winning the tennis Interprovincial’s in 2011 & 2012
* Member of winning Premier tennis team - Donnybrook Lawn Tennis Club
* Elected ladies captain and treasurer of UCD Lawn Tennis Club
* Successfully interviewed to become the Student Legal Convention Coordinator-UCD
* Irish National Doubles Tennis Champion U18
* Selected for Fitzwilliam Tennis team to compete in a tennis fixture in Wimbledon
* Captain of Mount Anville’s 1st tennis team in 2013 which won the Leinster schools competition
* Member of the Mount Anville tennis team from 1st -6th year
* Member of Winning Mount Anville Hockey team in 1st year, finalist in 2nd year
* Member of student council Mount Anville
* Class representative Mount Anville
* Charity work: Royal hospital Dublin 2011

**Hobbies**

I really enjoy travelling and combining it with learning new activities, skiing, snorkelling and sailing

I play in the UCD tag tournament every week, our team won in 2015.

Tennis is my main leisure activity; it is a great sport, which helps to keep me fit and healthy.

I also enjoy keeping fit by going to UCD gym along with fitness classes.

**References available upon request**