**ALICE NORMOYLE**

Fanningstown, Adare, Co. Limerick

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**EDUCATION**

**2014 to 2018** National University of Ireland, Galway (NUIG) – B.C.L. (International), Graduated 2:1

**2016 – 2017** University of Groningen – Erasmus Exchange – 2:1

**2008 – 2014** Laurel Hill FCJ Secondary School, Limerick – 425 points

**LEGAL WORK EXPERIENCE**

**Ronan Daly Jermyn Solicitors, Galway June 2018**

* I worked primarily in the employment law and property law departments over the course of my month-long internship. I further developed my research skills, drafted case briefs and various legal documents. I also participated in High Court proceedings.

**Clinical Placement, RG Emerson and Co. Solicitors January-April 2018**

* I worked with this firm over a 12 week period in the areas of Conveyancing Law and Medical Negligence. I dealt with client correspondence, drafted legal documents, reviewed cases and general office administration.

**Summer Internship, Holmes O’Malley Sexton Solicitors, Limerick July 2016**

* I wrote up Statutory Books, Attended Court, reviewed files and assisted with general secretarial work for George Kennedy, Solicitor and Partner, as part of a Summer Internship.

**FLAC Society, NUIG, Member 2014-2016**

* I participated in weekly clinics with clients; we would discuss cases with the supervising Solicitor, agreeing on a course of action afterwards. This was mainly in the field of Criminal law, Employment law, and Civil legal aid.

**Work Experience, Holmes O’Malley Sexton Solicitors, Limerick February 2012**

* Attended court, read files and assisting with general secretarial work.

**OTHER WORK EXPERIENCE**

**Brown Thomas, Limerick August 2018- present**

* In my position as Sales Assistant for COS clothing I am responsible for customer service and sales, stock replenishment and general administrative duties.

**Benefit Cosmetics, Galway August 2017-February 2018**

* I provided Advice and Application of make up on customers which involved an in-depth knowledge of products. I provided top quality, efficient and friendly customer service. I exceeded ambitious sales targets, promote the brand and provide sale services.

**Kids’ Camp Leader, Woodlands House Hotel 2012-2015, July-September 2017.**

* I planned and supervised indoor and outdoor activities for up to thirty children during weekends and summer holidays. I liaised with parents and dealt with all customer queries and complaints. I promoted camps by attending fairs and the delivered leaflets

**Retail Assistant, Londis, Aug. 2015 to Aug. 2016**

* I was responsible for customer service, management of inventory, cash flow reconciliation, opening and closing of store and ensuring excellent customer care.

**VOLUNTARY WORK -**

* **Law Society, NUIG, Ordinary Committee Member 2017-2018**
* **International Students Society***, Treasuror* **2017-2018**
* ***“Suas*” Society ,** Literacy Mentor to underprivileged children **2014-2015**
* Involved in organisation of collections for and raising awareness of different charities including: **Saint Vincent de Paul Society,** **Annual Daffodil Day,** **Lollypop Volunteer,** **Limerick School for the Deaf**.

**ACHIEVEMENTS AND INTERESTS:**

* Literacy and Debating Society, NUIG, Researcher 2014-2015
* UCC Philosophical Society Debating Competition - Munster finalists **2011-2014**
* Concern National Debates – Limerick County and City **2011-2014**
* Deputy Head Girl - Laurel Hill Secondary School - **2013-2014**
* Gaisce Presidents Award - Bronze Medal **2011-2012**
* First Aid, Irish Red Cross **2011-2012**
* Music - Royal Irish Academy Piano Grade 6
* Horse-Riding

**REFEREES**

Professor Charles O’Mahony David McCarroll

Head of Law, Solicitor and Partner,

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School of Law NUIG Dock Street, Galway

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