**Aoife Martin**

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Final year law student working part time in a fast-paced criminal defence specialist law firm.

education

**Bachelor Degree of Law (LL.B.) 2014-2018, Trinity College, Dublin**

3rd year result: II.1

Food Law: II.1 Evidence: II.1

Adavnced EU Law: II.1 Jurispudence: II.1

Competition Law: II.1 Tax Law: II.1

**September 2009 - June 2014, Mercy College Coolock**

* Best Leaving Certificate results Mercy College 2014
* Head Girl of Mercy College 2013-2014
* Business and Accounting Student of the Year 2014
* Academic Student of the Year 2010, 2011, 2012, 2013 and 2014
* I was awarded a scholarship to the DCU Summer Scholars Programme in-light of academic achievements

Leaving Certificate Examinations: 490 points

AchievEments and interests

* Volunteer at numerous fundraising events for the Laura Lynn Foundation; organising and participating in large public events
* Cineworld Dublin Marketing Team Leader; creating innovative marketing plans for the business
* Social Media Project Manager for Tony Collier Solicitors; enhancing the appeal of the facebook page and increasing followers by 400%, liasing with graphic designers to create an effective online advertisement
* Volunteer mentor for the College for Every Student Programme; working with young women in disadvantaged areas to promote college, assist in CAO applications and provide encouragement through advice from personal experience
* Numerous championship and league victories with O’Toole’s GAA Club
* Active participation in FLAC events in Trinity College, including research projects
* Keen interest in drama: Trinity College Dublin Drama Society member, Abbey Threatre Cameo Club member, 5 years of theatrical training with FACT School of Performing Arts
* 6 years of competitve orienteering in Fingal Orienteering Events; Trinity College Orienteering Club member
* Completed the DCU: Law and Government, Summer Scholars Programme

Work experience

**May 2017 – Present Legal Assistant, Tony Collier Solicitors, Dublin**

Tony Collier Solicitors is a Criminal Defence Specialist Office. Employees move between different areas of work and are provided with lots of challenges. My duties include, but are not limited to:

* Preparing daily files for district court cases
* Drafting High Court Plenary Summons
* Drafting High Court Bail Applications
* Booking and briefing barristers for district court, circuit court and central criminal court
* Consulting with clients
* Organising and attending prison visits
* Preparing books of evidence
* Attending barristers at trial, judicial review proceedings and consultations

My position at Tony Collier Solicitors is extremely high pressure. It demands confidence, initiative and knowledge of court procedure. I have learned an invaluable amount about working in a solicitor practice, gaining experience in criminal and civil law.

**April 2016 – May 2017 Supervisor, Cineworld Cinema, Dublin**

Cineworld is a busy cinema forcused on achieving customer satisfaction. After 7 months I was promoted to supervisor, one of the shortest periods of employment before promotion in the company’s history. My responsibilties as a Supervisor in Cineworld Dublin require:

* Competence and versatility to work effiecently in the 7 departments I trained to work in
* Drive and focus on delivering and exceeding sale targets along with up selling/promoting
* Partaking in Team building through participation in company events and activities
* Directing staff and organising the day to day running of the business

During my time at Cineworld I became part of the marketing team, contributing to the company through the presentation of innovative ideas, along with participation in the Cineworld Unlimited Card events. I was awarded a prize for my impecible ability to upsell in September 2016.

**December 2014 – April 2016 Hostess, Mcgettigan’s Cookhouse and Bar,**

**The North Star Hotel, Dublin**

My role as a Restaurant Hostess included answering phones, managing the schedule of reservations, greeting and seating guests and ensuring consumer satisfaction. Along with my main responsibilities I frequently assisted my co-workers in waitressing, bartending and customer care at reception.

I regularly assumed a supervisory role in my job as a hostess, working as part of a team, delegating work and assisting others with tasks. I developed good social skills and the ability to work both individually and as a part of a team.

References available upon request.