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| Profile | |
|  | I am an LLM International Commercial Law student at UCD, with the aim of becoming a solicitor in a commercial law firm. I am particularly interested in the areas of Tax Law and Insolvency Law. I plan on taking my first four FE-1 examinations in March 2016 |
| Education | |
|  | * ***2015- 2016*** **UCD - LLM International Commercial Law**   + Taking modules in International Tax Law, Law of Insolvency, Corporate Governance, Law of International Finance, Law of the Eurozone, International Commercial Arbitration * ***2014- 2015*** **DIT - Postgraduate Diploma in Law**   + Company Law, Contract Law, Tort Law, EU Law, Property Law and Core Legal Skills   + Achieved First Class grade in all assignments. Overall 68% degree (Merit) * ***2009- 2014*** **Trinity College - BA(Hons) Italian & History of Art and Architecture**   + Majored in Italian Language and Literature, achieved a Second Class Honours degree   + Final year dissertation- ‘The relevance of Machiavelli: His principle of anticipatory self-defence and its place in contemporary international law’ (67%) * ***2002- 2009*** **Loreto College Foxrock** * Leaving Certificate - 495/600 points * Junior Certificate - 8 As, 3 Bs (Honours) |
| Work experience | |
|  | * ***Sept. 2014- present* Legal Assistant - Kelly Noone & Co. Solicitors (Dundrum, Dublin)**   + Work alongside solicitors in the areas of conveyancing and litigation. The small size of the firm means I have to use my initiative and be hands-on wherever help is needed.   + In charge of stamping Deeds, organising and scheduling Title Documents, closing sales, dealing directly with clients- arranging meetings and making phone calls.   + Take dictations, responsible for maintaining files, dealing with the post and document exchange, photocopying and shreddding, helping get briefs ready, assisting solicitors in Court and in front of the Rights Commissioner. * ***Jul. 2014 – Sept. 2014* Volunteer Intern - NYLAG (New York, USA)**   + Volunteered in the Pro Bono Department of New York Legal Assistance Group- an organisation which provides legal services to low-income New Yorkers.   + Became familiar with the immigration law procedures in New York, assisted in editing and redacting court documents and aided in house-attorneys in their research.   + Co-ordinated volunteers, managed a database of volunteer information, assisted in volunteer referrals. Helped develop a database of translations of legal terms for NYLAG clients. * ***Sept. 2012- Jun. 2013* English Language Assistant- Liceo Giordano Bruno (Turin, Italy)**   + Chosen to participate in the European English Language Assistant Scheme run by the Department of Education and Skills. Taught English in an Italian secondary school   + Collaborated with fellow teachers, working as a team todevise culture-based English language lessons to suit various age groups and levels. Worked in a busy envirvonment- was often in charge of up to forty students at a time. Responsible for incorporating English language into other subject classes as a part of the Italian CLIL program.   + This was a very ‘people-orientated’ job which really suited me. I had to work closely with teams of teachers and manage large groups of teenagers all day. I learnt how to work through stressful situations and had come up with creative plans to engage and challenge students. * ***Jul. 2012 – June 2014***  **Supervisor/Waitress - Michie Sushi** **(Dun Laoghaire, Dublin)**   + Acted as supervising waitress and Front of House in a busy restaurant throughout my degree   + In charge of deliveries, takeaways and waiting on clients. Worked busy evening shifts alone, was responsible for cashing out at the end of the night and locking up the restaurant   + It was my job to make sure clients were always satisfied and I had to deal with all complaints appropriately. I was often solely responsible for running the front of the restaurant |
| Interests & SKILLS | |
|  | * **Swimming & Waterpolo:** Swim and play Waterpolo competitively and for leisure. Member of ESB Swimming Club, Glenalbyn Waterpolo and Sportsco Leisure Centre * **Languages:** Full professional proficiency in Italian (CEFR Level C1). Working proficiency in Spanish (CEFR Level B1/2) * **Computer Literacy:** ECDL, proficient in MS Word, Outlook, Excel, Power Point, Pages, Adobe |
| RefereeS | |
|  | * Aoife Toner, Solicitor at Kelly Noone & Co., (01) 2965144, [aoife@kellynoone.ie](mailto:aoife@kellynoone.ie) * Matthew Holmes, Lecturer at DIT, mholmesbarrister@gmail.ie * Albert Chunfang Sui, Owner at Michie Sushi, 0879543188   Written references available on request |