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AOIFE NOONE

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| Profile | |
|  | I am an LLM International Commercial Law student with a background in languages. I aim to train as a solicitor in a commercial law firm and will be sitting my first FE-1 examinations in March 2016. |
| Education | |
|  | * ***2015- 2016*** **UCD - LLM International Commercial Law**   + Modules in International Tax Law, Law of Insolvency, Corporate Governance, Online Regulation, International Competition Law and 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 Language & Literature**   + Majored in Italian Language and Literature, achieved a 2.1 mark in final year   + Final year dissertation -‘The relevance of Machiavelli: His principle of anticipatory self-defence and its place in contemporary international law’ (66%) * ***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)**   + I work part-time assisting 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.   + On conveyancing files I organise and schedule Title Documents, assist in closing sales, stamp Deeds, review files, liaise directly with clients, submit legal documents.   + On litigation files I take dictations, maintain files and draft letters, help prepare briefs and books for court, assist solicitors in court and in front of the Rights Commissioner. * ***Jul. 2014 – Sept. 2014* Volunteer Legal Intern - NYLAG (New York, USA)**   + I volunteered part-time 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 counsel 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 Teacher- Liceo Giordano Bruno (Turin, Italy)**   + Chosen to participate in the European English Language Assistant Scheme run by the Department of Education. Took a year ‘off books’ after third year of my Italian degree and taught English in an Italian secondary school for a year.   + Collaborated with fellow teachers, working as a team todevise English lessons to suit various age groups and language levels. In charge of incorporating English into other subject classes as a part of the Italian CLIL program.   + Responsible for classes of up to forty students at a time, had to engage and challenge students. * ***Jan. 2012 – July 2014***  **Supervisor/Waitress - Michie Sushi** **(Dun Laoghaire, Dublin)**   + Worked as supervising waitress and Front of House in a busy restaurant during 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:** Swam competitively at a national level for ESB swimming club, competing at high performance competitions– Irish Age Groups, Irish Open Championships. Placed in competitions at Division 1 & 2 Levels and All Ireland Open Championships as a part of the Relay teams in 2006, 2007 & 2008. Went on to swim with DU Swimming Club at a college level and currently a member of the UCD Swim Club. Competed for Glenalbyn Waterpolo Club at a national level throughout school and college and took part in the Irish Senior Cup. I now swim and play Waterpolo regularly on a non-competitive basis. * **Golf:** Took up golf in the summer of 2015. I began golf lessons at Leopardstown Golf Club and I am now an active member of Seafield Golf Club in Gorey, Co. Wexford. * **Languages:** Studied Italian Language and Literature for my undergraduate degree and took a year ‘off books’ after my third year to live and work in Italy. As a result I have full professional proficiency in Italian (CEFR Level C1). I was a member of the DU Italian Society all through my undergraduate degree and helped organise events which promoted Italian language and culture. I also speak Spanish at working proficiency (CEFR Level B1/2) having gone to school in Spain in Transition Year. I often watch foreign language films, read foreign newspapers and travel to Italy and Spain to maintain my language skills. * **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) * Emer Hunt, Lecturer at UCD, emer.hunt@ucd.ie * Albert Chunfang Sui, Owner at Michie Sushi, 0879543188   Written references available on request |