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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)
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| 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.
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| 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.
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| RefereeS |
|  | * Aoife Toner, Solicitor at Kelly Noone & Co., (01) 2965144, 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 |