**AOIFE RYAN**

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**EDUCATION**

**FE-1 Examination:** I have completed the FE-1 Examination. Below is a breakdown of my results:

* March 2019- Contract Law: 67%
* March 2019- Criminal Law: 65%
* March 2019- European Union Law: 63%
* March 2019- Property Law: 61%
* October 2018- Company Law: 59%
* October 2018- Tort Law: 57%
* October 2018- Equity: 53%
* October 2-18- Constitutional Law: 50%

**Undergraduate Degree:** In November 2018, I graduated from Dublin City University with a BCL (Law and Society). I achieved an overall grade of a 2:1, grade one. Further, I spent my third year on Erasmus at Sciences Po Paris. As the Erasmus Programme is not open to all BCL students, my application was based on my grades and a personal essay. Below is a breakdown of my results:

* First year, overall result achieved, 2:1
* Second year, overall result achieved, 2:1
* Third year, overall result achieved, 2:1
* Fourth year, overall result achieved, 2:1

**Leaving Certificate Examination:** I completed the Leaving Certificate examination in 2013. I achieved 450 points.

**LEGAL EXPERIENCE**

**Organisation:** Matheson, Cork

**Dates of employment:** 8 April 2019 - Present

**Role/Title:** Legal Executive, Corporate, Financial Institutions Group

I work as a Legal Executive alongside Matheson’s Professional Support Lawyer for the Financial Institutions Group (“**FIG**”).

My responsibilities include the following:

* Preparing legal and regulatory updates which are circulated amongst FIG. This has fostered my understanding of the importance of effective knowledge management in a law firm.
* Continuously updating Matheson's Horizon Tracker and Anti-Money Laundering Toolkit. This involves monitoring new and proposed relevant European and Irish legislation. This has improved my legal research, organisational and project management skills.
* Assisting in the production of the "FIG Forum", which is a newsletter sent out to clients. This responsibility has improved my ability to collaborate with other individuals and groups within the firm such as solicitors and marketing personnel.

My overall experience at Matheson has given me a clear understanding of what is required to work as a solicitor at a Corporate Law Firm.

**Organisation:** Wildgen, Luxembourg,

**Dates of employment:** 1 July 2018 – 30 July 2018

**Role/Title:** Legal Intern, Corporate

I interned at Wildgen, a full-service Business Law Firm, for one month.

I was given a lot of responsibility within my role. My responsibilities included:

* Assisting a Director with files in relation to two clients wishing to establish companies in Luxembourg. I was the main point of contact between the clients and viewed first-hand how commercial decisions are made.
* Creating a brief for a partner which was sent to a client who was a startup. This brief detailed the assistance available to the client in the form of European Union funding. This aided my ability to work both independently and as part of a team.
* Researching how a change in Luxembourg's Tax Law may impact a client. This improved my written communication and analytical skills.

This experience benefited me greatly as I gained international exposure to the law.

**Organisation:** European Court of Justice, Luxembourg

**Dates of employment:** 26 July - 27 July 2018.

**Role/Title:** Legal Intern

During my time in Luxembourg, I shadowed Mr. Justice Anthony M. Collins at the European Court of Justice.

My responsibilities included:

* Reviewing complex written documents. Further, I was briefed in the morning on the cases that Mr. Justice Collins was to hear that day. I then attended same. This developed my skills in logical thinking, problem solving and evaluating arguments.
* Reading case briefs and recording key points of information on same. This improved my capacity to draft documents clearly and effectively.

To be able to experience how decisions are made at the highest court of law in the European Union was an invaluable learning experience.

**SKILLS**

* I am a highly motivated and driven individual who can deliver targeted advice while working effectively on competing deadlines.
* My ability to work as a team member has developed professionally through managing clients and working collaboratively with other groups within both Matheson and Wildgen.
* I have fostered close working relationships with partners, senior associates and trainees. This has led to the development of my excellent interpersonal skills which allow me to better understand a client’s needs. My interpersonal skills have also developed through the attendance of Business Development events.
* My organisational skills have flourished through balancing responsibilities for partners and associates. Further, I was elected as the head of the Social Committee at Matheson’s Cork office which entails organising various outings for the team.
* I have gained a clear insight into the IT skills required by an employee working at a large corporate law firm. I can comfortably navigate FileSite. Further I have proficient use of: Microsoft: Outlook, Word, PowerPoint and Excel.

**HOBBIES / INTERESTS**

* **Piano:** I have sat nine piano examinations at the Royal Irish Academy of Music and received the grade of distinction in each. I adore pianists such as Yann Tiersen and Ludovico Einaudi.
* **French:** When I was in secondary school, I attended the Alpha B language school in Nice, France on two occasions. I also attended Sciences Po Paris as part of my Erasmus. These experiences have fostered my love of the French language and culture.
* **Travelling:** Travelling allows me to think more creatively. My love for travel influenced me to take the initiative to apply for an internship in Luxembourg and the Erasmus Programme.
* **Hiking:** I really enjoy hiking as it is both challenging and rewarding. I have just recently climbed Mount Batur in Bali which is 1717 meters above sea level.

References available upon request.