

Name:

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## PROFILE

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I am a highly motivated and adaptable undergraduate of University College Dublin, currently in the third year of my four-year degree of Law with French Law, with the current year of the degree being spent at a leading law university in France, Université Panthéon Assas Paris 2, Sorbonne.

I have experience working in the legal team in First Trust Global Portfolios, based in London, which distributes and manages a range of investment products. I have worked in a Banking and Conveyancing Team in O'Brien Lynam Solicitors, which acts for many leading Financial Institutions, Insolvency Practitioners, Developers and Investors. Furthermore, I took part in organising various legal conferences run by the Irish Centre for European Law.

Additionally, I have experience working in an Information and Advocacy Centre in Cairde which strives to tackle inequalities among ethnic minority communities by providing information regarding their rights and entitlements.

These internships showed me the importance of providing and achieving high level results, exceeding expectations and consistently obtaining best possible outcomes for the clients.

## KEY KNOWLEDGE, SKILLS & WORK EXPERIENCE

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- **Tenacity** – I have the determination to overcome obstacles in order to deliver what is required, and I remain calm under pressure.
- **Results Orientated** – Self-driven and continually looking to improve my personal performance. I have a high level of organisational skill and the ability to prioritise.
- **Teamwork** – A proactive and supportive participant in teamwork, I lead by example to motivate and encourage others in the attainment of shared goals.
- **Communication** – I am a tactful and patient communicator. I am fluent in Russian and French.
- **Flexible** – Can fit into any environment and happy to take on new tasks to develop myself. I have worked in a range of environments, proving that I am adaptable.
- **Technology** – An excellent knowledge of a range of generic software having completed the European Computer Driving Licence.

## WORK EXPERIENCE

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### First Trust Global Portfolios

6<sup>th</sup> June 2016 – 24<sup>th</sup> June 2016

#### Work Experience

#### Responsibilities:

- I worked in the in-house legal team of First Trust Global Portfolios, in an office based in London, for a duration of three weeks.
- Developed the Social Media Policy to be implemented at the workplace, employing Financial Conduct Authority's guidelines as the starting point.
- Participated in the drafting of various Non-Disclosure Agreements.
- Filled out various information on the UK's Central Bank's Online Reporting system for the new directorship.
- Synthesised and evaluated the financial expenditure of the company's personnel in order to better monitor cash flow.

**Irish Centre for European Law****1<sup>st</sup> March 2016 – 15<sup>th</sup> July 2016****Work Experience****Responsibilities:**

- I assisted the Director of the Irish Centre for European Law (ICEL) in the running of conferences, such as the EU Civil Litigation Conference, ICEL Eversheds Procurement Conference and the ICEL Privacy and Data Protection Conference.
- Participated in the preparatory work before a conference and provided assistance with registration and general tasks.
- Synthesised and analysed various data over the past five years for ICEL to compare the present financial performance of the organisation with its past performances.

**O'Brien Lynam Solicitors****25<sup>th</sup> May 2015 – 26<sup>th</sup> June 2015****Work Experience****Responsibilities:**

- I worked in O'Brien Lynam Solicitors for a duration of five weeks in the Banking and Conveyancing Team.
- Assisted my colleague on a large repossession project that she was working on which included varied responsibilities from photocopying to filing and creating various files and folders.
- Provided the relevant documentation to the barrister during a hearing of a case.
- Observed a negotiation process between a number of solicitors regarding the liability of their respective clients.
- Hand-delivered a number of important letters, as well as ensuring to collect the DX post in the mornings which contained the title deeds relevant to the repossession project in which I was aiding my colleague in.
- Assisted in the financial running of the firm, by carrying out cash and cheque lodgements as well as performing cash withdrawals on behalf of the firm.
- Assisted in researching and identifying the relevant information in respect of filing annual returns and financial statements.

**Cairde****4<sup>th</sup> August 2014 – 29<sup>th</sup> August 2014****Work Experience****Responsibilities:**

- I worked in the Information and Advocacy Centre in Cairde for a duration of four weeks.
- Assisted and worked closely with the Advocacy Officers.
- Supported clients by completing various application forms and by contacting government departments on their behalf.
- Assisted in producing and disseminating information to people living in poverty regarding their rights and entitlements in the areas of social welfare and health in the languages of Ireland's various ethnic communities.
- Researched and provided culturally appropriate information materials about health and health services in Ireland.
- Synthesised and arranged various complex and ambiguous information that I received from the clients which demanded me to utilise my communication, interpersonal and decision analysis skills.

**UCD Politics and Law European Field Trip****14-17 March 2016**

- The Leuven Institute for Ireland in Europe facilitated the occurrence of the trip.
- Visited the European Court of Justice and sat in on a French case in the Grand Chamber of 15 judges.
- Visited the European Commission and met with senior official from various Directorate General.
- Visited Cleary Gottlieb Steen & Hamilton Law Firm and partook in the networking session.

- Carried out work shadowing with a Trainee.
- Participated in the interactive workshop concerning the practical experience of working in A&L Goodbody.
- Took part in the networking session with the Trainees and Associates as well as work shadowed a Trainee.

**PwC Insight Day**13<sup>th</sup> March 2015

- Participated in a variety of teamwork simulations and business related activities.
- Carried out legal case study exercises.
- Took part in the networking session organised by PwC.

**EDUCATION****University College Dublin**

September 2014 – June 2018

**Bachelor of Civil Law****Law with French Law**

- Currently in third year, studying in Panthéon Assas Paris 2 Sorbonne for a full year on an Erasmus programme as part of my degree.
- This is a four-year full-time programme that enables me to study two of the world's major legal systems; Common Law and Civil Law.
- The course is designed to provide a critical understanding of legal institutions in both Ireland and France and how legal rules and principles are applied.
- It also provides knowledge of French law and a very high level of competence in French language and French legal terminology.

**Third Year – Erasmus Programme – Semester 1**

Droit constitutionnel (Constitutional Law)	N/A
Droit civil – les obligations (Contract Law)	N/A
Droit de l'union européenne (EU Law)	N/A
Droit du travail (Employment Law)	N/A
Droit des sociétés (Company Law)	N/A

**Second Year Results****Stage GPA – 3.32**

EU Constitutional Law	A-
Company Law I	B+
Property Law I	B+
Company Law II	B+
Property Law II	B+
Criminal Offences and Defences	B+
French Language II a	B
Introduction to French Civil Law - Generalities	B-
Criminal Liability	B-
EU Economic Law	C
Introduction to French Civil Law – Tort and Contracts Law	C
French Language II b	C-

**First year results****Stage GPA – 3.27**

Nominate Torts	A
Contract: Vitiating Factors and Remedies	A-
Contract: Formation	B+
English Land Law	B
Constitutional Law: Fundamental Rights under the Constitution of Ireland	B
Constitutional Law: Institutional Framework of the Constitution of Ireland	B
Negligence and Related Matters	B
General Introduction to Legal Studies	B
Introduction to French Constitutional Law	C
French Grammar & Comprehension	C
French Grammar & Expression	C-
Introduction to Civil Law	C-

**Institute of Education  
Leaving Cert Results****2014  
580 points**

<b>Level</b>	<b>Subject</b>	<b>Grade</b>	<b>Sitting (First or repeat)</b>	<b>Year of Sitting</b>
Higher Level	Russian	A1	First	2014
Higher Level	Chemistry	A1	First	2014
Higher Level	Biology	A2	First	2014
Higher Level	Maths	A2	First	2014
Higher Level	Applied Maths	A2	First	2014
Higher Level	Business	B1	First	2014
Higher Level	French	B3	First	2014
Higher Level	English	B2	First	2014

## ACHIEVEMENTS

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- UCD Entrance Scholar Award – based on my Leaving Certificate results.
- Invited to attend the enrichment classes for the Irish Mathematical Olympiad. The invitation was based on my Junior Cert mathematics' result. Attended the courses in Maynooth University. This enhanced my analytical and quantitative reasoning skills.
- First Aid Qualification – I have completed a FETAC level 5 Occupational First Aid course. It also showed me the importance of communication and teamwork and how they can be deciding factors in critical situations.
- European Computer Driving Licence – awarded by ICS Skills. In my work experience I took advantage, to a great extent, of my proficient use of Information and Communication Technology skills.
- I am fluent in Russian and French.

## EXTRA-CURRICULAR ACTIVITIES

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- I am a member of the University College Dublin St Vincent De Paul society and take part in the soup runs on Sunday evenings, providing food and hot drinks to the homeless.
- Kickboxing – I have been doing kickboxing from a very young age, winning many tournaments and got a chance to represent Ireland in an IKF Ireland v England competition. This has taught me self-discipline, focus and perseverance.
- Tennis – I have played for the Castleknock Lawn Tennis Club for a number of years taking part in competitions and taking top places. Currently I play it in my spare time with friends. It requires both mental and physical endurance as well as stamina.
- American Football – I played American Football during the first year of UCD. This relied greatly on my teamwork and communication skills.
- Basketball – I had played basketball for Tolka Rovers Basketball Club and for a school team as a point guard. This has enhanced my leadership and teamwork skills.
- Speech and Drama – I had achieved a fifth grade in Speech and Drama with first class honours from The Leinster School of Music and Drama. Drama improved my communication skills, as well as teamwork and collaboration skills.

## References

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- Available upon request.