

Curriculum Vitae

Name: Brídín Redmond

Address: The Ballagh,
Enniscorthy,
Co. Wexford.

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Competencies Profile:

Very diligent, thorough worker with excellent attention to detail and high standards. Friendly and outgoing but sincere, professional and organised. Very strong team-player with an excellent work ethic and ability to multi-task while dealing comfortably and confidently with pressure and deadlines. Enjoy seeing strong results from hard work, an extremely self-motivated and driven individual with highly developed leadership capabilities. Excellent presentation, negotiation and communication skills with an ability to quickly learn and implement new information or abilities.

Education & Qualifications:

- **Masters in International Law & Business**, 2:1 Grade Achieved
 - *Michael Smurfit Graduate Business College/Sutherland School of Law, University College Dublin:*
 - 2017 - 2018
 - *Modules included European Competition Law, Project Management, Transactions, Commercial Networks, International Law of Finance, and Mindfulness & Resilience in the Workplace.*
 - *Research Project entitled "The Irish Gender Gap in Pensions" completed for Mason Hayes & Curran.*
- **Bachelor of Law & Society**, 2:1 Grade Achieved
 - *Dublin City University,*
 - 2014 - 2017
 - *Modules included Equity Law, The Law of Trusts, Company Law, European Union Law, Jurisprudence, Law of Genetics, Intellectual Property Law, Advanced Law of Tort and Arbitration Law.*
- **Secondary Education**, 495 Points Achieved
 - *Coláiste Bríde, Enniscorthy, Co Wexford:*
 - 2007 - 2013

Relevant Employment:

Knowledge Assistant, Mason Hayes & Curran, Southbank House, Barrow Street, D4 :**(Full time 2018 - 2019)**

- Ensuring 'know how' is coded and uploaded correctly onto the MHC data bases.
- Answering knowledge-related queries from fee-earners.

- Requesting know-how from the various practice areas and ‘house-styling’ it before coding and uploading to the system.
- Arranging events and CPD sessions, booking event rooms and managing schedules.
- Booking conferences for the lawyers on the knowledge team and arranging flights.
- General administration work when needed. Preparing PowerPoints for trainee workshops

Receptionist/Secretary, Ensor O’Connor Solicitors, Enniscorthy, Co. Wexford: (Summer 2016 & 2017)

- Completed reception duties including dealing with large volumes of visitors and telephone enquiries.
- Directed client enquiries to the appropriate solicitor based on the client’s specific requirements.
- Responsible for scheduling appointments and managing solicitors’ diaries.
- Processed the daily DX post including collecting, filing and scanning all received items.
- Prioritised and organised case files for court proceedings.
- Completed any other duties as requested by Partners.

Additional Employment:

Sales Assistant, Glanbia PLC, Clonroche, Enniscorthy, Co Wexford: (Part time 2014 – 2018)

- Communicating with a very diverse customer base on a day-to-day basis.
- Advising and assisting customers on a range of agri-products from feed to fertilizer.
- Processing all relevant documentation including sales dockets and order forms.
- Responding to customer’s telephone queries and orders.
- Selected to work as part of a specialist team to assist other branches with their regular stocktaking.
- Responsible for ongoing stock management including assisting with the branch quarterly stocktake.
- Resolving any customer complaints or issues in a prompt, professional manner.
- Ensuring my product knowledge is continuously updated.
- Operating as a flexible member of the team and completing other miscellaneous duties as directed.

Accomplishments:

My main hobby is camogie, I play with my local club Oulart The Ballagh. To date, I have won various titles with the club including 2 All Ireland Senior Club Titles, 4 Leinster Senior Club Titles and 6 Senior Club County Titles. I also won an All-Ireland Schools title in 2012 while attending Coláiste Bríde Secondary School.

Referees:

Mr Brian Molloy,
Manager,
Glanbia,
Marshmeadows,
Co. Wexford
086-7704901

Ms Karen Dunleavy,
Head of Department,
Mason Hayes & Curran,
South Bank House,
Dublin 4
087-6381976

Mr James Devenney,
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