

Caoimhe Baker

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PROFILE

I am a full time fourth year law student who is currently seeking work experience in the legal sector. My intentions are to gain an insight into how law works outside of the classroom and in a real, working environment and to help give me a greater idea of which areas of law I'd like to pursue. I consider myself to be a hardworking, respectful and thorough person who has a lot to offer to any team or organisation. I am consistent in my performance, beliefs and attitude, and place great value in completing things from start to finish. I work well as part of a team as I am amicable, polite and helpful by nature. I listen carefully and can follow instruction without fail. In addition to this, however, I am fully capable of working on my own and using my open initiative, due to my high level of awareness and instinctiveness.

EXPERIENCE

Shadowing Solicitor 25/01/16 - 19/01/16

Eversheds, One Earlsfort Centre, Earlsfort Terrace, Dublin 2

- Organised case folders for the EAT (redacting names, printing and replacing documents, removing sections) and made sure all copies of the case booklets were consistent.
- Lodged case files in the High Court.
- Documented unbilled working hours, and drafted explanatory narratives for billing clients.

President of Society

23/09/13 - 09/05/15

Veggie Society, Maynooth Students' Union

- Organised activities, contacted speakers and arranged venues within strict deadlines for society events.
- Co-ordinated with and delegated to fellow society members to ensure tasks were completed.
- Created high quality posters to advertise and create presence for the society on campus.

Work Experience in Theatre Company

07/02/2011 - 11/02/11

The Playhouse, Londonderry

- Interacted with attendees at workshops which contained both adults and teenagers.
- Made enquiries to people via email to people who wanted to be involved with the theatre company.
- Set up rooms for conferences being held.

EDUCATION & TRAINING

Bachelor of Laws Degree (LLB)

2012 - Present

Maynooth University

I am currently in my fourth and final year of studying a Law degree from Maynooth University.

Leaving Certificate

2012

Moville Community College

English, Irish, French, Business, Home Economics and Biology were all completed at honour level. Math was completed at ordinary level.

My Leaving Certificate enabled me to receive my top CAO choice in the first round offers.

IT SKILLS & LANGUAGES

- ECDL accredited.
- Proficient skills in all Microsoft Office tools.
- Native English speaker.
- Intermediate level of language in both Irish and French.

INTERESTS

I value dedicating focus to few interests which I care about and can become very knowledgeable in properly, over having numerous fleeting areas of interest. I have a tendency to be able to find interest in anything and thoroughly enjoy learning new things. Spending time with animals, and expanding my knowledge in areas such as language, law and world affairs are where I primarily focus any free time.

REFERENCES

Julie Galbraith

Associate at Eversheds

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