Ciara MC DONOUGH
CKJDCHZ

10 Rushbrook Way,

Templeogue,

Co. Dublin D6W PX25

087-9767766

ciaramcdonough@hotmail.com

Personal Profile

A focused, motivated and reliable employee with an 1:1 degree in Law and French, currently completing my FE1 Exams. Able to work efficiently and learn quickly, with wide interest in the business, legal and property world and what it has to offer. Can balance multiple competing priorities, having maintained high grades while working on a full time basis. Aiming to gain experience and learn skills which will allow for personal progression.

Education

**Law Society of Ireland - October 2020 - present.**
**FE-1 Examinations**

Completed and passed Contract Law, Criminal Law and Equity and Trust law in my first sitting. Currently studying for my Property Law, European Union Law and Company Law exams which will take place this October. Plan to complete the FE1 examinations in March 2022.

Dublin City University, Dublin, - 2015-2019

**Bachelor of Arts INTERNATIONAL - Joint Honours - Law and French.**

Earned a 1:1 degree, and maintained high grades throughout my time in DCU. Enjoyed a wide range of subjects including, EU Law, Criminal Law, Constitutional Law, Language, Culture and Diversity. Learned to multitask a large workload with societies and clubs in college.

Université de Lorraine, Nancy, France - 2017-2018

Completed a Year Long Study Abroad programme which included studying and living in a foreign country. Studying French Law and International Law as well as language and customs. Learning independence and how to make the most of opportunities.

Sacred Heart School, Drogheda, Co. Louth

Completed my Leaving and Junior Certificate. Learned leadership skills through becoming a senior prefect, learned to work with teams and how to motivate others as well volunteering with fellow students in St, Vincent de Paul and local nursing homes.

Employment

**Adams Law, 13 Herbert St, Dublin 2 - 2019 - Present.**

Working in a busy Commercial Law Firm in Dublin City Centre as an executive and assistant to the Managing Partner of the firm. Liaised with clients and worked independently on many property and commercial transactions. Gained an enormous amount of experience, especially on commercial, commercial property and property transactions. I was given a lot of responsibility in this role which allowed me to grow and learn while also gaining new skills as a young professional.

TPA Research - Internship - July 2019 - September 2019

Interning with an EU research company, writing reports on international and more specifically European affairs. Gaining knowledge on the day-to-day running of the EU as well as a more comprehensive understanding of international jurisprudence.

Relish Café, Drogheda Co. Louth and Bettystown Co. Meath - 2015-2017 2018- 2019

Working in a busy café in city centre while also studying full time. Learning skills such as team building and management of a work place. Earning trust of my co-workers and employers to work with money and carry out important managerial roles. Ability to be universal, flexible and engaged in all areas of the company

Fresh Prep, Vancouver, Canada - 2018

Working in a fast paced environment in an expanding Canadian Company, working with administration, trusted to make and complete orders, as well as working with staff to better the product for our customers, Working in administration and learning how to work with new systems quickly.

Tesco Stores, Drogheda -Christmas 2015

Shop assistant in Tesco working with the public, dealing with complaints and helping to rectify these complete with ease for the consumer. Seasonal work.

Volunteer Work

Helped in St. Vincent de Paul after school and completed a programme with a local nursing home in the area where I would visit patients on a weekly basis.

Also completed various work experience placements in schools and solicitors offices as well as local businesses.

Skills
Working with Evolve and legal filing systems, PRA filing and CRO filing.
IT Certificates in Microsoft Word and PowerPoint.
Highly motivated in a fast-paced environment with the ability to encourage and motivate those around me. Able to provide high quality work in high pressure situations.
Enjoy working with a team and possess strong leadership qualities while also balancing the ability to respect my superiors.
Good time-management, adaptability and decision-making skills

Interests
Enjoy yoga classes and pilates, reading, hiking, cooking and travelling.

Former Member of the DCU Law Society – moot courts, interesting guest speakers in particular fields, making connections.

I am a qualified Emergency First Responder and aspire to soon complete a life guard course.

Interested in Foreign Languages and cultures – study French and basic Spanish – culture is major part of society today.

I have earned to Gaisce Presidents Awards - Bronze and Silver.

References

Would be delighted to provide Referees upon request.