**Ciara Callan**

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**Education**

**Mount Anville Secondary School**: 2009-2014

Achieved 560 points in Leaving certificate ranking in the top 1.5% of the country.

Subjects: English (HL) A1, Business (HL) A2, Biology (HL) A2, Irish (HL) A2, Geography (HL) A2 & Maths (HL) B3.

**University College Dublin**: September 2014- May 2018

*BBL Business & Law-* Predicted GPA 2:1

**University of Tulsa, Oklahoma:** January 2017- May 2017 (Study Abroad Program)

**Business Experience**

**Matheson, July 2017**

* I was selected to participate in the summer internship program in Matheson, a commercial law firm based in Dublin.
* I sat in the Banking department where I was given a wide range of responsibilities in drafting, research and administration.
* I gained invaluable experience here, receiving both on the job training and development whilst also having the opportunity to receive training in presentation skills and teamwork building exercises.

**Chawke Pub Group: The Dropping Well 2013- 2016, Searsons 2017:**

* Employed as a waitress in a pub & restaurant for the last 4 years in a high pressured environment.
* Developed excellent time management skills.
* Communication skills with customers and my colleagues.
* This time gave me an insight into a successful business.
* Supervisor of junior floor staff, train, mentor and guide new staff.

**Barry Collins & Co. 2015**:

* I spent one month in a small litigation firm in Dublin. Responsibilities included: Observing client meetings, attending High Court and conducting research.
* I met with Senior and Junior Counsel for consultations with clients and assisted the principal in preparing briefs for Counsel.
* I learned the daily workings of a small law firm and noted the importance of the interaction with clients and the importance of dealing properly with, and engaging Counsel.

**Custom Cake Business 2013- Current:**

* I have a small custom cake business. Where I create and deliver specialty celebration cakes to a range of clients including a local café.
* I established this on the basis of my passion for baking and decorating.
* I self-taught myself the skills required for the business.
* I have had to establish a pricing strategy, marketing and distribution for the business.

**100 minds Social Enterprise, Participant 2016:**

* Selected to take part in a charity initiative involving students from around Ireland.
* Tasked with organizing an event with the aim of raising one thousand euro for selected children’s charities.
* I joined with two others and ran an event which we titled ‘Date Night’.
* Tasks included, securing the location, ticket sales, negotiating sponsors, handling large sums of money, marketing the event and promoting the charities.

**Corporate Law Study Trip London, March 2016:**

* I was selected following applications to attend a study trip to London.
* We got to visit some of the top firms in the city and took part in workshops and information sessions.
* This was an invaluable experience, it exposed me to a range of different firms and practice areas.
* We got to visit and talk to many different partner’s and trainees an opportunity not afforded to all prior to applying.

**Extra-curricular Responsibility**

**McCann Fitzgerald Negotiation Competition 2016-2017:** I competed in the Negotiation competition on campus run by the UCD SLS society in 2016. Learning about the fundamentals of negotiation and gaining negotiation experience. This year I was selected to judge the competition.

**Commerce & Economics Society Committee Member 2016/2017:** This is the largest social society in UCD. I was elected to the committee in 2016. I had responsibility with regards to organizing events, maintaining the societies’ reputation, ensuring we are following UCD’s guidelines, and promoting and marketing events.

**Babysitting:** Taking care of kids, from a wide range of ages.

**Volunteer Law B&L day:** Took part in the Law and B&L day held in UCD, tasked with organizing tag rugby and bucket collecting.

**Log on and Learn:** Helped elderly develop basic computer skills, and introduce them to new technology.

**Interests & Achievements**

* Entrance Scholarship Award 2014- University College Dublin
* U18 Irish Hockey squad member 2013/2014
* Member of Leinster Hockey inter-provincial U18 team 2012 & 2013
* Leinster Senior cup winner 2013
* All Ireland Hockey runners up 2013
* McCann Fitzgerald Negotiation Competition participant 2016-2017
* Baking and Cake decorating
* Travel

**References**

**Academic**

Miriam Keane- Lecturer at University College Dublin

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**General**

Eddie McCole- General Manager at The Dropping Well

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