

Coiré Mc Crystall

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EDUCATION

September 2015 - September 2018	University of Edinburgh
Postgraduate Course Name:	MSc Epistemology, Ethics & Mind (Part-time, Distance Learning)
Overall Degree Result:	With Distinction, Placed First in Programme
Sept 2010- June 2014	University College Dublin
Undergraduate Course Name:	BCL Law with Philosophy
Overall Degree Result:	2:1
Sept 2003- June 2010	Christian Brothers' Grammar School, Omagh
A-Level (or equivalent)	A – English Literature, A – History, B – Systems and Control Technology, B – Information Communication Studies

ADDITIONAL TRAINING

February 2015	Online Training (Skillsoft)	
	Implementing Ethics in Business Independence Policy Awareness	Introduction to Information Security Introduction to Ethical Principles
2015 - 2018 Training at Baker McKenzie Belfast	Advanced Microsoft Office Training	
	Microsoft Word Microsoft Excel	Microsoft Outlook Microsoft Sharepoint
	Business Skills Training	
	Negotiation Project Management	Management and Leadership
August 2017	SportNI Certified First Aid	

EMPLOYMENT HISTORY

August 13th 2018 - Present	Legal Knowledge Executive
McCann FitzGerald, Dublin	My role is to create, collect, and curate legal knowledge and precedents. To do this I leverage legal technology such as Kira, HighQ Collaborate, Contract Express, and iManage. I coordinate the trainee Knowledge programme for the corporate department, and work closely with senior associates and partners and in drafting and publishing legal briefings. I also instruct colleagues on the use of legal technology.
April 1st 2016 - July 27th 2018	Tax Content Specialist (Global)
Baker McKenzie, Belfast	My role was to assist the tax practice at local, regional and global levels, by providing technological solutions to help knowledge management within the firm. This role involved a great deal of personal responsibility, leading knowledge management projects for associates and tax partners across the Baker McKenzie global network of firms. I used content management systems (CMS) on a daily basis.
January 19th 2015 - March 31st 2016	Legal Professional - Document Review and Document Review Team Lead
Baker McKenzie, Belfast	I worked in a team leadership role and was responsible for overseeing teams as large as 40 people on a long term document review. I furthered my knowledge of document review platforms, becoming well-versed in Relativity and Ringtail Caserom. In this role I gained invaluable experience and training in project management and leading a team.

July 9th - September 5th 2014	Legal Assistant
Herbert Smith Freehills, Belfast	As a legal assistant at Herbert Smith Freehills in Belfast my role was to review documents during discovery. Whilst there I gained a working knowledge of document review suites such as Recommind (now OpenText) e-Discovery.

SKILLS

Communication	Research	Business Acumen	Microsoft skills	Clean driving licence
IT	Organisation	Mooting	Project Management	Proof-reading / Editing
Presentation	Teamwork	Business Writing	Leadership	Time Management

EXTRA-CURRICULAR ACTIVITIES / ACHIEVEMENTS

- **Judo Coach (1st Dan) and Referee – RMNU Ireland** – As a Judo coach, I am responsible for the wellbeing of the students, both junior and Senior; of which there can be up to 30 at a time. I teach these students judo techniques, safely from the Irish Judo Association and British Judo Association Kyo Syllabus. As a referee, I apply International Judo Federation rules in judo contests across Ireland and the UK.
- **Placed First in Programme in MSc Epistemology, Ethics & Mind at the University of Edinburgh** - Between September 2015 and September 2018, I pursued and completed a Masters of Science degree at the University of Edinburgh. I undertook this programme part-time whilst working, through distance learning. Following completion of my dissertation on Ecological Enactivism, I was awarded the prize for best performance in the graduating class of 2018.
- **Manager of UCD Radio Station ‘Belfield FM’** - in 2012 - 2013, whilst studying at University College Dublin, I managed the University radio station. This role was an invaluable early introduction to managing a team and gave me the opportunity to learn leadership and teamwork skills which I still use today.

REFEREES

Educational Reference	Employer Reference
James McDermott, Lecturer of Contract and Company Law, School of Law, Sutherland Building, Belfield, Dublin 4, Telephone: 01 716 8794 Email: james.mcdermott@ucd.ie	Peter Osborne, Head of Knowledge (Consultant) McCann FitzGerald, Riverside One, Sir John Rogerson's Quay, Dublin 2, D02 X576 Telephone: 01 611 9159 Email: peter.osborne@mccannfitzgerald.com