**Curriculum Vitae**

**Personal details**

**Name:** Danielle Burnside

**Address:** Straduff, Geevagh, Co. Sligo

**Telephone:** +353 0851566929

I am currently in my final year of Bachelor of Honours in Law with Spanish and I have a particular interest in pursuing a career in a legal role.

Through my Erasmus year of studying in Spain, and through my experience of working in retail, hospitality, teaching English as a foreign language and through active participation in college clubs and societies, I have developed strong skills. I am a good communicator, self-motivated, a focused problem solver and I work well in a team as well an individual. I expect to complete my Bachelors of Honours in Law with Spanish in May 2019.

**Education and Training**

**Date Name of Institution**

Sept' 2015 – 2019 Letterkenny IT Law with Spanish

Jan’ 2018 – May 2018 Comillas Pontifical University Erasmus (Madrid, Spain)

Sept’ 2014 – April 2015 Sligo College of Business Further Education Administration

**Qualifications**

**Letterkenny Institute of Technology Bachelor of Honours in Law with Spanish**

**Module – Results – Pending**

* Spanish (Level B1)
* European Union Law
* Evidence
* Equity, trusts and Succession
* Jurisprudence
* Civil Practice and Procedure

**Letterkenny Institute of Technology Bachelor of Arts in Law with Spanish**

Web Link to Programme: <https://www.lyit.ie/courses/lawhumanities/ly207/>

**Modules – \*Results – Merit 1**

* Spanish (Level A2/B1)
* Constitutional law
* Contract law
* Family law
* Land Law
* Company and Governance Law
* Criminal Law
* Tort Law

**Erasmus Comillas Pontifical University**

**Modules - \*Grade: 7.5 Average**

* Public International Law
* International Human Rights
* International Criminal law
* Philosophy Law
* Spanish

***Work experience* –**

One day per week in a legal department office in property in Madrid for a period of 10 weeks

Duties/responsibilities -

* Organising Files
* Spreadsheets
* Working with Lawyer and receptionist and helping them run daily errands and tasks

**FETAC Level 5 Certificate in Business Administration**

**Modules – \*Over All - Distinction**

Web Link to Programme: <http://www.sligocfe.ie/business_administration>2

* Book Keeping
* Customer Service
* Database
* Maths
* Spreadsheets

**Work Experience**

**Name of Employer Date**

Mullins Food store July’18 - Present

**Duties/Responsibilities**

* Working in deli, shop and chip monger
* Being flexible and adaptable
* Serving customers, preparing sandwiches and baking
* Working on till

**Name of Employer Date**

Teacher of English January’18 – July’18

**Duties/Responsibilities**

* Tutoring English to Children from aged 6-14
* Teaching English to Elementary Level Adults
* Preparing and presenting lessons

**Name of Employer Date**

Sinead Hamilton June’16 – September’ 16

*Kilronan Castle*

Receptionist

**Duties/Responsibilities**

* Dealing with guests and complaints
* Answering phone calls
* Taking bookings and reservations

**Name of Employer Date**

Ann Dolan April’ 14 – Dec’2017

*Kilronan Castle Hotel*

Accommodation Assistant

**Duties/Responsibilities**

* Ensuring assigned guest rooms and cleaned to a high standard required of a 5 star hotel
* Working as part of a team 14
* Night shifts working alone cleaning rooms, giving guest turn downs and delivering room service.

**Skills & Abilities**

* Excellent IT Skills
* Full Licenced Driver
* Knowledge of Computer Accounts
* Knowledgeable about Technology
* Fire Safety (Fire Extinguishers)
* Manual Handling
* Care Skills
* Communication Skills

**Clubs and Societies**

* Public Speaking - I have been involved in a debate last October when I was on the opposing team for ‘there is a rape culture in Ireland’.
* FLAC – this year in LYIT was the first year we set up FLAC, I was involved in the first opening night for the Landlord & Tenant Clinic.
* Law Society – I was involved in a charity event in collecting donations for St. James Hospital & Oncology unit, Letterkenny General Hospital.

**Interests & Hobbies**

* I am very active, I enjoy going to the gym 2-3 days a week
* I enjoy going out with my friends socializing and dancing
* I am a diligent and observant
* I work well in a team and also as an individual
* I enjoy learning about different cultures and languages

**References**

\*Available on Request