**Dara Brid O’Toole**

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**Summary**

Final-year law and business student at Trinity College Dublin, with a strong academic record, in search of legal trainee programme

* Obtained 585 points in Leaving Certificate Examinations, 2014
* Recipient of Entrance Exhibitioners Award, Trinity College Dublin, 2014
* First -class honours achieved in every college year, 2015 – 2017
* Recipient of Senior Freshman Exam Prize, 2016
* Recipient of Junior Sophister Law and Business Law School Prize awarded for obtaining highest GPA in annual examinations
* Have taken part in two legal internships, 2015 and 2016
* Completed a Tax summer internship in Deloitte, 2017
* Active member of several college societies and committee member of DU Amnesty International and Enactus TCD

**Education**

**Dept. of Law and Dept. of Business (Joint Degree Programme), Trinity College Dublin**

September 2014 – Present

* Have remained first in my class for each academic year
* Overall GPA for Junior Sophister year: 76%
* Modules taken: Equity (72%); Constitutional Law II (70%); EU Law (67%); Management Accounting (92%); Financial Accounting (78%); Digital Technology (71%); Services Management (77%)
* Overall GPA for Senior Freshman year: 72%
* Modules taken: Constitutional Law (70%); Criminal Law (68%); Land Law (68%); Operations Management (79%); Introduction to Accounting (81%); Organisational Behaviour (80%); Principles of Marketing (66%); Introduction to Finance (68%); and Creative Thinking and Innovation (72%)
* Overall GPA for Junior Freshman year: 72%
* Modules taken: Contract Law (74%); Irish Legal System (68%); Tort Law (69%); Organisation and Management (70%); Economic Policy (73%); and Central Eastern Europe and Russian Studies (77%)

**Academic Awards**

* Junior Sophister Law and Business Law School Prize, Trinity College Dublin, 2017
* Senior Freshman Exam Prize, Trinity College Dublin, 2016
* Annual Examinations Book Prize, Trinity College Dublin, 2015 and 2016
* Entrance Exhibitioners Award, Trinity College Dublin, 2014
* Outstanding Student Award (years 1 to 6), Loreto Secondary School, Balbriggan

**Employment History**

**Intern (Tax and Legal)**

**Deloitte**

June - August 2017 // Dublin

* Intern in Global Employer Services within the firm’s tax department
* Tax duties included team member on a number of high profile engagement teams, completing first preparation of tax returns for both individuals and companies, taking client calls and taking notes in both meetings and client calls, scheduling meetings and liasing with clients via email, research assignments on behalf of both managers and directors, updating case files and preparing billing narrative for each month
* Immigration duties included case worker for large multinational engagements, liasing with clients over phone and email, responsible for developing a trusting relationship with clients and dealing with any queries/concerns they may have, drafting and reviewing Critical Skills Employment Permits, Business Visas and Visa Applications for clients, research assignments on behalf of the Head of Deloitte Immigration, updating case files, preparing the billing narrative for Deloitte’s top immigration engagement, filing employment permits with the Department of Jobs, Enterprise and Innovation
* Finalist in Deloitte Intern Innovation Challenge which involved presenting in front of a panel of partners

**Legal Intern**

**Clyde and Co**

June 2016 // London

* Duties included research assignments on behalf of individual solicitors; filing and drafting legal documents; attending daily meetings with associates and partners; and administrative tasks including writing and responding to emails, making and taking calls, and organising meetings
* Gained insight into the operation of one of the UK’s largest firms as well as first hand experience of working with solicitors and important clients in substantial merger and acquisition deals

**Legal Intern**

**James Watters Solicitors**

July 2015 // Dublin

* Focused on immigration law and country of origin research
* Tasked with researching 2 countries, to examine the specifics of the risks associated with returning to each country after seeking asylum abroad
* Based on the evidence, a country of origin report was filed
* Served as a first point of contact for clients

**Administrator and Waitress**

**The Airport View Hotel**

July 2014 – Present // Dublin

* Assume general managerial duties in the absence of owner
* Tasks include dealing directly with customer requests and queries, serving food and drinks, taking payments, and ensuring the smooth running of the restaurant
* Administrative duties include taking restaurant and hotel bookings, stock checking, ordering supplies, invoicing, and preparing marketing materials

**Volunteer Work**

**Treasurer**

**DU Amnesty International**

July 2017 – Present // Dublin

* Responsible for liasing with Amnesty International representatives, including the Head of Amnesty International Ireland, responsible for the allocation of the society’s finances and resources, signatory of the society’s accounts, manage society accounts, attending committee meetings and planning events
* As a treasurer of a Trinity College Dublin Society, I am a member of the Central Societies Committee Treasurers Board which involves attending meetings and voting on society regulations in the college

**Committee Member**

**Enactus TCD**

July 2016 – July 2017// Dublin

* Role with Enactus centres on the promotion and administration of the Change for Change programme – a social entrepreneurship which places its profits into a scheme for homeless people, providing them with accomodation, internships and the opportunity to return to education.

**Personal**

* Female
* Irish
* Proficient in MS Office
* Languages: French (conversational) and Irish (advanced)
* Recipient of Gaisce Award, 2012
* Hobbies include basketball, college societies, yoga and hiking