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Edwina Kelly

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Education

UNIVERSITY COLLEGE CORK

BCL (Law and Business)

2016-2020 expected.

I have achieved a 2.1 grade every year thus far.

Fourth Year

Result-Expected 2H1

Law of Equity: Doctrines and Trusts -64%

Government and Business

Behavioural Economics of the Labour Market

Privacy and Data Protection Law-70%

Law of Equity: Trusts

Moot Court- PASS (pass/fail)

Jurisprudence

Principles of Revenue Law-66%

Income Tax Law

Enterprise and Innovation-68%

Placement Report-65%

Marketing Communications-61%

Third Year Modules

Result-2H1

Company Law I: Fundamental Concepts and Doctrines-66%

Business Ethics-65%

Investment Appraisal-54%

Company Law II: Management, Finance, Insolvency-66%

IS Solutions for Digital Enterprise-60%

Macroeconomic Environment in the Short

Law of Property I-62%

Term-61%

Law of Property II-65%

Intro. to Pricing Assets and Valuation-70%

Commercial Law-54%

Using Management Information Systems-60%

GRENNAN COLLEGE, Thomastown, Co. Kilkenny

2010-2016

Result- 500/600 points

Studied 6 Higher Level subjects.

A1 in History, A2 in Home Economics, B1 in both English and Business Studies, B3 in Irish, C2 in French, and D1 in Maths.

Legal Experience

WILLIAM FRY SOLICITORS, Dublin.

July 2019

Position: **Summer Intern**

- Interned in the Real Estate Department of William Fry. This included scheduling documents, creating bibles of documents and digitally sorting files which improved organizational skills and greatly helped the trainee with his administration.
- Carried out extensive research for a case which the team relied on when drafting a solution.
- Shadowed trainee and assisted Partner and other members of the team during client calls.
- Drafted memorandums and carried out research for client queries and matters which a Senior Associate relied upon frequently.
- Completed many professional and personal development sessions.

WILLIAM BAILEY SOLICITORS, East Dulwich, London.

August 2018

Position: **Legal Intern**

- Shadowed the paralegal and acted as the receptionist of a small London practice which focused mainly on conveyancing, wills and probate.
- Tasks encompassed greeting clients and locating client files for meetings, filing and cross referencing of wills and other documents and accompanied a Solicitor to client meetings which I observed.
- Developed communication and administrative skills and learned about both the commonalities and differences between the UK and Irish legal systems and about qualifying in each jurisdiction.
- Invited to spend a day in Citi Bank, Canary Wharf, on the Corporate Access Floor observing an events coordinator organize an international seminar for potential and existing clients.

Employment

MOUNT JULIET ESTATE, Kilkenny.

July 2018-Present

Position: **Food and Beverage Assistant**

- Responsibilities include opening the restaurant for breakfast, acting as host throughout the shift and training in new staff members. Often act as the first responder when customers have an issue and responsible for finding a solution to their problems swiftly.
- Adhere to strict professional, punctual and appearance codes of conduct.
- Handle large amounts of transactions and take both cash and voucher payments.
- Take reservations for both lunch and dinner, liaison with group bookings and assist with room service.

Roles of Responsibility

- UCC plus tutor in 2017/18. Tutored in disadvantaged secondary schools to instil confidence and pride in students whilst helping them with their homework, improving interpersonal skills and perfecting time management and organisational skills.
- Member of the UCC Law Society PR/Social Sub-Committee 2016-2018. As a member of the Committee for two years running, the role included assisting with the coordination of events, running the various social media channels to inform and update followers, holding ticket sales and attending meetings.
- First Year Law and Business Academic Representative 2016/17.
- Chaired the Student Council in 6th year and the Debate Team 2015/16. Organized and chaired meetings for both.

Achievements

- Recipient of the Dept. of Education Third Level Bursary for achieving 500+ points in Leaving Certificate.
- Nominated for 6th year Student of the Year and received a perfect attendance award in 2016.
- Awarded "Most Innovative Project" in the County Enterprise Competition 2014 and exhibited entry at the BT Young Scientist Competition 2014.

Interests

- Interest include a love of outdoor pursuits which stems from nearly eight years as an active member of Scouting Ireland. I have a passion for fashion and reading. I also travel at every opportunity which nourishes a love for history and immersing myself in different cultures.

