##### 

##### Profile

I am a highly motivated and hardworking person with relevant legal experience. As well as undertaking a masters in International and European Business Law, I graduated top of my undergraduate law class obtaining a first class honours degree. I am sitting my first four FE1 exams this September sitting. I have a proven ability to work on my own initiative and under pressure to tight deadlines, with sharp attention to detail. I have an aptitude for learning and improving my skills which is evident through my studies and my involvement with many legal organisations.

##### Legal experience

1. **Ronan Daly Jermyn- Legal Intern. From July to August 2015**

Responsibilities included:

* Assist with all aspects of the litigation lifecycle from inception through appeal.  
  Involved in all aspects of litigation support including legal research, factual investigation, medical records review, document management and trial preparation to include managing trial exhibits and communication with experts and fact witnesses.
* Draft legal documents including pleadings, affidavits, subpoenas, briefs for counsel, discovery documents, correspondence and legal memorandum.
* Attending court along with associates to represent RDJ.

1. **Zurich Group Ireland Legal – Legal Intern, May to July 2015, December 2014 and June 2014 to August 2014.**

Responsibilities included:

* Assisted with drafting internal policies and documents including Zurich Group Ireland’s internal whistle blowing policy.
* Co-ordinating legal matters between the Zurich Group lawyers who are located in Spain, Italy and the UK.
* Drafting of annual returns for Zurich Life, Zurich Shared Services Ireland Limited and Zurich Trustee Services Limited.
* Carrying out legal research- for example researching the new Companies Act 2014 to record changes as well as doing detailed research into electronic signatures and a signatureless processes.
* Assisting with and attending court appearances concerning Crowley v Zurich Life – a case concerning the non-disclosure of material facts.
* Generating and drafting the AGM packs for Zurich Life, Zurich Shared Services and Zurich Trustee Services.
* Organising and co-ordinating the above AGM’s including, booking a room, ensuring all could attend and obtaining consent for short notice.

1. **The Irish Innocence Project – Caseworker, current position**

The [Irish Innocence Project](http://www.innocenceproject.ie/) is an international organisation dedicated to exonerating the wrongfully convicted by proving factual innocence. On the project I have undertaken the role as caseworker working on cases such as the Mark Marku case. This involves working on the case under the supervision of a lawyer and working to gather evidence in order to exonerate the convicted. It allows me to constantly develop my legal research and analytical thinking skills.

1. **Free Legal Aid Centre (FLAC) – Secretary of Griffith College FLAC Committee, 2014-2015**

[FLAC](http://www.flac.ie/) is an independent Human Rights organisation dedicated to the realisation of equal access to justice for all. I am Vice Secretary of the Griffith College FLAC committee. This involves helping to oversee the Griffith College FLAC blog, as well as helping to inform fellow students of their legal rights in relation to particular topics through blog posts. I have provided material for [blog posts](http://gcdflac.blogspot.ie/2014/06/alternate-sanctions-in-sweden.html) and recently took part in a FLAC research project which examined alternate youth sanctions for this jurisdiction. This role requires strong research skills.

1. **Griffith College Law Society- 2014-2015**

While at Griffith College, I undertook the role of Academic Officer of Griffith College Law Society. This role involves organising talks and lectures for students and lecturers alike for example a talk from Justice Clarke. The role requires strong interpersonal skills.

1. **Start-Ed – Legal Intern**

[Start-Ed](http://start-ed.com/) is a non-profit organisation that provides free legal advice for start-up companies. I attended sessions and assisted as a ‘legal intern’ shadowing and observing the session as well as legal research and sometimes helping with particular areas of advising for example ‘how to incorporate the company and why this is important’. This allowed me to learn how to interact with clients in a professional manner.

###### Achievements

* **100 Minds -** I was chosen to participate in [100 Minds](https://people.100minds.org/57), a project that picked the 100 best undergraduates in Ireland to fundraise €100,000 for Temple Street Children’s Hospital. This involved organising fundraising events to raise €1,000 individually which I exceeded. This experience shows my ability to manage my time well and required me to use my strong organisational skills.
* Winning several academic awards within my school including awards for excelling at business studies, I.T. skills and for my recycled fashion design.
* My ‘mini company’, ‘Cupcake & Co.’ won several prizes including the main prize at the South County Dublin enterprise awards in 2010.

##### Education

* **2015-2016 Trinity College Dublin-** LLM in International and European Business Law.
* **2012-2015 Griffith College Dublin**- LLB in Irish Law obtaining a first class honours degree.
* **2006-2012 The Kings Hospital school, Palmerstown**- Leaving Certificate.
* **March 2006 Charter Scholarship -** Awarded a scholarship to the Kings Hospital School based on entrance exam results.

**Non-legal experience**

* **Dubarry of Ireland** - Sales assistant (July 2013 to present).
* **Tommy Hilfiger** - Sales Assistant (August 2013 to April 2014).
* **The Shelbourne Hotel -** Food and beverage associate (November 2012 to December 2012).
* **AOB Nutrition, Dublin** - Part-time merchandising and PR assistant. (June 2011 to June 2013).
* **TRI Equestrian Superstore -** Footwear sales assistant (August 2010- June 2013).

##### Personal interests

In my spare time I enjoy skiing, horse racing and travelling.

##### References

**Mr Jim Harper**

Company Secretary

Zurich Group Ireland

Jim.harper@zurich.com

**Mr Jamie Olden**

Partner

Ronan Daly Jermyn

Jamie.olden@rdj.ie