##### Profile

I am a highly focused and solution driven person with analytical and research skills which enable me to identify and resolve legal issues. I have completed an LLM in International and European Business Law in Trinity College. I graduated first of my undergraduate LLB Law class obtaining a first class honours degree from Griffith College.

I have passed seven of my FE1 exams, and I am awaiting the results of my final exam. 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.

##### Education

* **2015-2016 Trinity College Dublin-** LLM in International and European Business Law. Results pending. My dissertation was titled ‘An analysis into whether the BEPS Action Plan adequately addressed the opportunities for BEPS in the digital economy’.
* **2012-2015 Griffith College Dublin**- LLB in Irish Law obtaining a first class honours degree and graduating first in my class.
* **2006-2012 The Kings Hospital school, Palmerstown**- Leaving Certificate of 490 points.
* **March 2006 Charter Scholarship -** Awarded a scholarship to the Kings Hospital School based on entrance exam results.

##### Legal experience

1. **A&L Goodbody- Paralegal in Aviation Finance- September 2016- Current**

I have been lucky to work as part of a busy aviation finance team, which has confirmed my ambition to become a solicitor. I have gained experience in drafting, transaction management and client interaction, which I feel, will give me good foundations to build upon. I believe I have really thrived from my time on the aviation finance team.

As part of the team, I have learnt about time management and prioritisation, which I believe are skills that are essential in a corporate law firm.

As a result of being given the responsibility of managing transactions and ensuring that they run efficiently, I have learned a great deal about accountability and I have thoroughly enjoyed this aspect of the job.

1. **Arthur Cox- Paralegal in Property and Banking. July 2016-September 2016.**

Here I was working on a large loan portfolio sale. I was chosen to manage an aspect of the project which involved training new employees on my team, delegating work and quality control of the work produced. I communicated the results directly with the Partner in charge and the client.

1. **Zurich Life Assurance plc- Interim In House Counsel, June 2016- July 2016.**

Responsibilities included:

* Assisting with business and operational queries
* Drafting and reviewing contracts and legal documents.
* Assisting with and resolving data protection breaches.
* Entering into contract negotiations on behalf of Zurich Life Assurance plc.
* Assisting with company secretarial work.
1. **Zurich Group Ireland Legal – Legal Intern, January and February 2016, November- December 2015, 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. **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. **The Irish Innocence Project – Caseworker. September 2014- September 2016.**

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 involved working on the case under the supervision of a lawyer and working to gather evidence in order to exonerate the convicted. It allowed 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. Throughout my time at Griffith College I was Vice Secretary of the Griffith College FLAC committee. This involved overseeing the Griffith College FLAC blog, which endeavoured to inform fellow students of their legal rights in relation to particular topics through blog posts. I recently took part in a FLAC research project which examined alternate youth sanctions for this jurisdiction.

1. **Griffith College Law Society. September 2014- September 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. May 2014**

[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

* **Griffith College Dublin- Award of** **Achievement** for graduating first of my undergraduate law class.
* **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.

**Non-legal experience**

* **Dubarry of Ireland** - Sales assistant and brand ambassador (July 2013 to July 2016).
* **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

Available on request.