**CURRICULUM VITAE**

**Name:** Emma Daly

**Address:** 75 Forest Boulevard, Rivervalley, Swords, Co. Dublin

**Telephone No:** 087 969 6594

**E-mail Address:** [edaly1@tcd.ie](mailto:edaly1@tcd.ie)

**Date of Birth:** 5th October 1994

**Personal Profile:**

I am an ambitious hard worker with excellent organizational skills. I am always punctual and work great in a team.

**Education:**

* Trinity College, Dublin – Law and Political Science (September 2014 to date)
* Trinity College, Dublin – Physiotherapy (September 2012-May 2014)
* Loreto College Swords, Rivervalley, Swords (2007-2012)
* Holy Family National School, Rivervalley, Swords (1999-2007)

**Educational Qualifications:**

**Trinity College, Dublin (2014-2018)** – Law and Political Science Bachelor Joint Honours degree.

* Currently in fourth year (Senior Sophister)

**Trinity College, Dublin (2012-2014)** – Physiotherapy Bachelor of Science degree.

* Studied Physiotherapy for 2 years before transferring. During this time, I attended pre-med and first year medical studies, which has given me the ability to interpret and understand medical records and reports.

**Results Leaving Certificate 2012** – **Total Points 570**

* English (H) B2
* Irish (H) A1
* Maths (H) B2
* French (H) B1
* Business (H) A1
* History (H) A2
* Biology (H) A2

**Previous Legal Work Experience**

**Dublin City Council Law Department**

* 3 weeks placement including preparing briefs for counsel and attending court.

**One week shadowing Senior Counsel Barrister Oonah McCrann**

* Observing negotiations, mediations and trials mainly medical negligence cases.

**Michael Staines & Co., Smithfield. (May 2017)**

* Internship including attending the Criminal Courts of Justice and prison visits.

**Tallan & Co. Solicitors, The Haymarket, Drogheda, Co. Louth**

* 4 weeks work experience in 2011 preparing briefs for counsel and clerical work.

**Current Work Experience**

**The Cock Tavern, Swords, Co. Dublin (November 2016 – Present).**

* Part time weekend work as a waitress serving customers and training new staff.

**Kyle’s Catering and Event Management, based in Malahide Rugby Club and ALSAA Swimming Pool, Dublin Airport (May 2015 – November 2016)**

* **Administration:** I processed the café paperwork at beginning and end of the day, put together rotas and sales records, invoicing and filing of documents and the preparation of database of clients.
* **Event manager**: Meeting with clients to plan their event; via email, telephone and directly.
* **Catering assistant**: Prepping food, acting as ‘Front of House’, coordinating the team.

**The Cock Tavern, Swords, Co. Dublin (May 2013 – May 2015).**

* Part time weekend waitress serving customers and training new staff.

**Peacocks Restaurant and Bar, Rivervalley, Swords, Co. Dublin (September 2012 – May 2013).**

* Part time waitress.

**Achievements:**

* 2010 DCU Business School Highest Achievement Award for Business Studies Junior Certificate.
* Received award for 2nd year exam results, Junior Certificate and Leaving Certificate results in Loreto College, Swords.
* I have a qualification in CPR training and Manual Handling.

**Interests:**

* Running, swimming and keeping fit.
* Reading; keeping up with current affairs and factual and fiction books.
* I enjoy attending debates held by The Phil in Trinity College.

**References:**

**Academic Legal Work Experience**

Alexandros Seretakis Ms. Sheila Cooney,

Associate Professor, Tallan and Company Solicitors,

School of Law, The Haymarket,

Trinity College, Dublin 2 Drogheda, Co. Louth.

Email: Alexandros.Seretakis@tcd.ie Mobile: 087 2568465 Email: sheila@tallans.ie

**Work Experience**

Carole McCaughey,

Kyles Catering and Events,

Telephone: 087 9624488

Email: [info@kylescatering.ie](mailto:info@kylescatering.ie)