**Emma Quinn**

Email: emma\_quinn11@hotmail.co.uk

Mobile Number:  +447917166644

Address: 1 Cricklewood Park, Stranmillis, Belfast BT9 5GU

Date of birth: 2 November 1993

**Summary**

I graduated this summer from University College Dublin with a high 2:1 with a Bachelor of Civil Law (European) degree. I am currently working as a Paralegal in Belfast and hope to secure a Training Contract in Dublin in order to pursue my goal of becoming a solicitor. I studied for one year in Toulouse, France and speak French to a very high standard. I play for several orchestras and have performed at major venues at home and abroad.

**Education**

**University College Dublin**, Bachelor of Civil Law (BCL European) *2012 – 2016*

* Award: 2:1 (GPA 3.45)

**Université Toulouse 1 Capitole**, Erasmus Studies *2012 – 2016*

* Attained: Diplôme d’Études du droit de l’Union Européenne

**Methodist College Belfast**, Secondary level education *2005 – 2012*

A Levels: History, Government and Politics, French and English

**Legal work experience**

**John F. Gibbons & Co Solicitors**, **Belfast**  *1st August 2016- Present*

Conveyancing

* Taking Instructions from clients.
* Requesting title deeds.
* Preparing draft contracts.
* Raising and replying to requisitions on title
* Preparing completion statements.
* Redeeming mortgages
* Resolving Land Registry issues.

Litigation/Criminal

* Negotiating with Insurance Companies to reach settlements in personal injury cases
* Preparing trial bundles for upcoming court appearances
* Preparing Criminal Legal Aid applications for expert witness authority
* Drafting and lodging applications for Court
* Corresponding with the Public Prosecution Service in relation to discovery requests

Miscellaneous

* Drafting Wills
* Drafting applications to the Companies House Northern Ireland
* Corresponding with medical professionals regarding medical negligence cases
* Preparing data for use in meetings with clients

**Millar McCall Wylie LLP, Belfast** *Summer 2015*

* Assisted in the drafting of television broadcasting and other media contracts.
* Complied information from a number of corporate articles of association for a live case.

**E&L Kennedy Solicitors, Belfast** *Summer 2014*

* Assisted in research relating to employment disputes in a number of live cases.

**McManus and McCarron Solicitors, Belfast** *Summer 2015*

* Gained knowledge of the Legal Services Commission and the Statutory Legal Aid System for Northern Ireland.
* Developed an understanding of the remuneration system in a solicitor’s firm.

**Part-time employment and work projects**

**Northern Ireland Stronger in Europe** *2016*

* Volunteer

**UCD Returning Office** *2015 – 2016*

* Students’ Union Election Staff

**Warnock’s School wear Belfast** *Summer 2015/16*

* Customer Advisor

**Bilingual Kids, Toulouse**  *2014 – 2015*

* English Teacher

**Amy Fox for UCD Education Officer, Dublin** *2013 – 2014*

* Campaign Manager

**Boots Chemist, Belfast** *2009 – 2012*

* Customer Advisor

**Notable achievements**

* I attained a Distinction in my Grade 8 double bass examination.
* I have performed at concert venues including the National Concert Hall, Convention Centre Dublin, concert halls in France and at London’s Royal Albert Hall.
* A member of the Belfast Youth Orchestra and the Ulster Youth Orchestra since 2009
* A member of the UCD Symphony Orchestra. I also held a number of posts, including treasurer, librarian and PR officer for the Orchestra Committee. I was instrumental in organizing a joint concert in Belfast with the Queen’s University Symphony Orchestra.
* I was awarded a UCD Symphony Orchestra Scholarship for the 2013-2014 and 2015-2016 academic years.

-

**References:**

**Mr. Paul Ward**

University College Dublin

Sutherland School of Law

Belfield

Dublin 4

Tel: +353 1 7164146

Email: paul.ward@ucd.ie

**John Gibbons**

John F. Gibbons & Co Solicitors

33 Church Lane

Belfast

BT1 4FR

Tel: +442890239990

Email: john@jfgibbons.co.uk