**Eva Sugrue**

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**Telephone:** +353-87-6853 518 County Kerry

 Ireland

**Experience**

**Bed and Breakfast Assistant Liosderrig House June 2016 – August 2016**

* Worked for the summer in my family run bed and breakfast.
* Took reservations by telephone and online
* Handled guest check in and check out
* Completed daily housekeeping tasks such as dressing beds.

**Food & Beverage Server Buddies Crabs & Ribs, USA June 2015 - August 2015**

* Worked for the summer in a restaurant in Ocean City, Maryland, USA on a J-1 student visa.
* Prepared table settings and the bar area for service.
* Took customer orders and relayed them to the kitchen staff.
* Served food to customers.
* Cleaned up and prepared the premises for the next day’s business.

**Legal Intern DFMG Solicitors, Dublin June 2014 - December 2014**

* Worked on co-operative education placement at one of Ireland's leading intellectual property law firms.
* Drafted cease and desist / solicitor’s letters.
* Carried out trade mark searches and completed trade mark due diligence.
* Compiled booklets of documents for court and issued document to relevant parties.
* Drafted, swore, witnessed and filed affidavits, notices of motion and other court documents.
* Assisted solicitors and barristers in court.

**Administrative Assistant FEXCO Group June 2013 – August 2013**

* Worked for the summer in the Merchant Services division at Ireland's most successful multinational finance and business solutions provider.
* Distributed post throughout the office and logged work time sheets.
* Ordered office supplies, allocated and logged purchase order numbers.

**Shop Assistant**  **Lyons Checkout** **June 2011 - November 2012**

* Worked for the summer in local grocery store.
* Served customers as a cashier and assisted customers throughout the shop.
* Stocked shelves and assisted in stock takes.
* Responsible for handling cash and balancing the till.
* Operated electronic point-of-sale payment card terminal.

**Market Researcher** **Puck Fair Ltd / Puck Fair Committee August 2012**

* Employed by the organising committee of one of Ireland's oldest fairs and largest festivals.
* Surveyed visitors to the festival and collated research results.

**Holiday Babysitter** **McCormack Family June 2010 – August 2010**

* Cared for the McCormack children during their annual summer holiday.
* Cooked lunches and dinners, cleaned and carried out various items of housework.

**Holiday Babysitter** **McCormack Family June 2009 – August 2009**

**Education**

**University of Limerick** ` **LL.B. (Hons.) 2012 – 2016**

**2nd Class Honours**

Final Year: Law of Equity Company Law Medical Law

 European Union Law Advanced Lawyering Sociology of Work

 Sociology of Gender & Popular Culture

Third Year: Co-Operative Education Family Law Sports Law

Law of Evidence Sociological Theory Commercial Law

Second Year: Crime & Criminal Justice Law of Torts Land Law

Constitutional Law Administrative Law Jurisprudence

Cultural Studies

First Year: Contract Law Labour Law Criminal Law

Administrative Law Intro to Lawyering Cultural Studies

Sociology of the Media

* Member of the University of Limerick Law Society.
* Winner, A&L Goodbody University of Limerick Moot Court Competition 2015.

**The Intermediate School, Killorglin Leaving Certificate 2006 – 2012**

* Participant Young Entrepreneur Programme 2010.
* MC Intermediate School Killorglin Christmas Show 2007.
* Participant Intermediate School Killorglin Senior Show 2011.

**Technical Skills**

* Competence with Microsoft Office, Windows Explorer, internet browsers and Google Apps.
* Knowledge of legal search engines such as Westlaw, Butterworths Lexis-Nexis, and Justis.

**Interests**

* Reading, sports, socialising, politics and currents affairs, music, fashion, cinema, television.

**References**

|  |  |
| --- | --- |
| Mr. Kieran Griffin  | Mrs Máire Teahan |
| Principal, Intermediate School Killorglin,  | Proprietor, Lyons Checkout,  |
| Iveragh Road, Killorglin, Co. Kerry.  | Glenbeigh, Co. Kerry. |