**Fia Molloy**

**Forest View, Ballyhard, Glenamaddy, Co. Galway**

**Mobile: +353 83 8745229**

**Email:** [**fiamolloy44@gmail.com**](mailto:fiamolloy44@gmail.com)

**DOB: 08/10/1999 Nationality: Irish**

**PROFILE**

Knowledgeable and results-driven final year Law student with experience in legal research, corporate governance and financial compliance. Effective communicator with extensive knowledge of the law and legal procedures and well-developed critical thinking skills.

**EMPLOYMENT HISTORY**

Intern at M.E. Hanahoe Solicitors, Dublin  **May 2017**

Cinnire (Leader) at Coláiste Néifinn, Galway **June 2018 - July 2021**

Intern at Barrister Sinead Garry , Limerick  **April 2019**

Assistant at The Abbey Hotel, Roscommon **May - Sep 2019**

Cashier at Dunnes Stores, Roscommon  **Sep - Dec 2019**

A&L Goodbody, Dublin **Offered 8 month placement**

Project Developer at Belstone Ventures, Limerick **Aug 2020 - May 2021**

Intern at Immigration Advice Service, Limerick **Aug – Oct 2020**

Governance Specialist at NBC Global Finance, Dublin **June 2021 — Present**

**Intern at Immigration Advice Service, Limerick**

* Facilitated caseworkers in research to provide information on Immigration/Asylum law, Home Office requirements, procedures and policies to clients.
* Drafted witness statements, skeleton arguments, and representations.
* Ensured all contact with clients and any other action taken in respect of cases was recorded on attendance notes and regularly updated on the database.
* Remained up-to-date with changes in Immigration/Asylum law by reading and attending training courses.

**Governance Specialist at NBC Global Finance, Dublin**

Daily tasks include:

* Obtaining invaluable experience in parent company interaction located in Canada, liaising with colleagues across departments including the CEO daily, and managing a varied workload.
* Ensuring compliance by the organisation, with its regulatory, statutory and legal obligations, as well as ensuring management and staff work towards achieving the organisation’s objectives, while working within the ethical and cultural framework.
* Advising the board on corporate governance principles and the implementation of governance programs and risk management frameworks.
* Developing, implementing, communicating and maintaining governance, risk and compliance policies, processes and procedures.
* Preparing minutes, interviews and meetings.
* Communicating with external advisers.
* Providing Governance weekly updates at team huddles.
* Current projects include SEAR, EBA guidelines on Internal Governance, MiFID, and Gender Pay Gap Reporting.

**EDUCATION**

Bachelor of Laws - LLB, University of Limerick **Aug 2018 — Aug 2022**

Final year student studying a Bachelor of Laws focused in Law with

politics.

Leaving Certificate, Glenamaddy Community School, Galway **Sep 2012 — May 2018**

**KEY SKILLS**

Ability to work in a team

Critical thinking and problem solving

Commercial awareness

Assertive

Effective communicator

**LANGUAGES**

English

Irish

French

**EXTRA-CURRICULAR ACTIVITIES**

**Volunteering**

Awarded a Gold Presidents Award and Covid-19 Presidents Award by the President of the University of Limerick for 60+ hours of volunteering during the academic year. Also awarded a Gold Pope John II Award and a Gaisce President’s Award for volunteering.

**Violin**

Played the violin since five-years-old and have completed all grades with the Royal Academy of Music. I also played with an orchestra for eight years and performed in the National Concert Hall on two occasions.

In my spare time, I also enjoy the gym and swimming.

**COURSES**

Anti-Money Laundering

Compliance Training

Cybercrime Security

Gender Pay Gap Reporting, PwC

Matheson Virtual Experience Programme

[LinkedIn](https://www.linkedin.com/in/fia-molloy-479189195?lipi=urn%3Ali%3Apage%3Ad_flagship3_profile_view_base_contact_details%3BMji3uBM8SvK5EdEsgOjg%2FQ%3D%3D)

**Reference Attached**

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