**India Dawson** - **Curriculum Vitae**

Kilronan Cloghran

Swords Co. Dublin

Mobile: 083-473-9316

E-mail: indiadawson@hotmail.com

**Education:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Sitting 3 FE-1 exams Dublin, Ireland**

Tort, Contract, European Union Law October 2016

**National University of Ireland Galway, Galway, Ireland** Bachelor of Corporate Law 2011-2016

**Sciences Po Aix, Aix-en-Provence, France**

Law 2013

**Sutton Park School, Dublin, Ireland**

Leaving Certificate 2009-2011

**Drogheda Grammar school, Louth, Ireland**

Junior Certificate 2005-2009

**Legal work experience:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Beauchamps Corporate Law Firm Dublin, Ireland**

4 week summer internship, 2014

* Fortunate to train in one of Ireland’s leading corporate & commercial law firms, working in this capacity has helped improve my practical understanding of corporate law and commercial law, it has also given me an invaluable insight into how a legal establishment operates on a daily basis including such issues as case loading and client management
* Rotated through the following departments: Litigation, Corporate, Property and IT
* Attended meetings and conferences with partners, clients, solicitors and experts
* Categorised and collected deeds

**O’Scanaill & Co Solicitors Dublin, Ireland**

Trainee, 2016

* Working on personal injury claims, professional negligence claims and property/finance cases.
* Attended Circuit Court and District Court trials.
* Draft documentation & collate information to support Partners
* Prioritising workload to ensure important deadlines are met
* Closing sales
* Meeting with clients
* Mediation

**Other work experience:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Kilronan equestrian centre Dublin, Ireland**

Manager and horse riding instructor summer job: 2011-2016

* Training clients and new staff, cashing up at night, establishing and maintaining a high standard in the equestrian centre. This job has enabled me to develop excellent customer service skills as well as managing gruelling hours in a busy environment
* Gained knowledge and experience of office administration including filing, faxing, photocopying, typing and telephone skills

**Other skills:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Excel certification
* French: Written and oral skills
* Full, clean European driving licence
* An active member of the debating team during my undergraduate study
* Took part in the Free Legal Advice Clinic (FLAC) in NUIG

**Personal achievements: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Achieved team gold at the World University Equestrian Championships, Romania 2014
* Achieved team silver and individual gold at the European Working Hunter Pony Championships
* Keen mountaineer: Climbed to Everest base camp in 2015, training to climb Kilimanjaro

**Volunteering: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Riding for the Disabled Association of Ireland at Kilronan Equestrian centre

**References: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Domhnall O’Scanaill (01)8137500
* Michelle (01) 895 7657