

## ISABEL WHELAN

**PERSONAL PROFILE** I am a hardworking, ambitious, and passionate law graduate. I have completed a Bachelor's degree in Corporate Law and a postgraduate Bachelor of Laws degree. I will be sitting my first set of FE 1 examinations in March 2021 and I hope to pursue a career as a solicitor thereafter.

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### EDUCATION

#### **FE 1 Examinations – Law Society of Ireland**

- Sitting first set of FE 1 exams in March 2021.

#### **The King's Inns Barrister-at-Law Degree**

- Completed The King's Inns entrance exams in 2019.
- Decided not to accept my place on the course due to the impact the Coronavirus has had on the profession.

#### **3BL1 Final Bachelor of Laws (LLB) – National University of Ireland, Galway**

- Graduated with a 2.1 Honours in 2019.
- Participated in a Moot Court proceeding achieving a First Class Honours.
- Studies included research and critical analysis of numerous areas of law.

#### **Bachelor of Corporate Law – National University of Ireland, Galway**

- Graduated with a 2.1 Honours in 2018.
- This interdisciplinary degree combined legal training with the financial and literacy of a business degree.

#### **Muckross Park College, Marlborough Road, Donnybrook, Dublin 4**

- Completed the Leaving Certificate in 2014.

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### INTERESTS AND ACHIEVEMENTS

- Received 'The Alive Certificate', The President's Award for volunteering in NUI Galway.
- Free Legal Advice Clinic (FLAC) volunteer from 2017-2019.
- Committee member of the NUIG Sailing Club for the years 2017-2019.
- Awarded 'Sailing Club of The Year' by The Irish Universities Sailing Association.
- Completed a Ski Season in Serre Chevalier in 2015 and in Val Thorens in 2020.
- Took part in the J1 Visa Program in Berkeley California in 2018.
- Avid interest in running, hiking, skiing, and sailing.

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## WORK EXPERIENCE

### RESTAURANT & BAR ASSISTANT

SALOON GROUP | THE FRENCH ALPS | NOVEMBER 2019 – MARCH 2020

- Worked abroad in a ski resort after completing my postgraduate degree and the entrance exams to the Barrister at Law Degree.
- Restaurant: delivered high quality customer service to over 200 customers in a very fast paced environment.
- Bar: excelled in sales becoming the top earner for the Winter Season.
- Volunteered on numerous team assignments: snow shoveling, promotion work and painting & plastering.

### LEGAL ADMINISTRATIVE ASSISTANT

PAUL KEOGH & COMPANY | DUBLIN | JUNE 2019 – NOVEMBER 2019

- Reception duties: operated switchboard and handled phone calls, greeted clients and organised meetings.
- Administrative duties: opening/closing files, scanning & photocopying documents, arranging travel & diary management.
- Secretarial duties: dictaphone typing and preparing correspondence.
- Office management duties: maintaining office supplies, checking invoices and petty cash management.

### RETAIL ASSISTANT/ WAITRESS

THE SWEATER SHOP | MONSOON | HOUSE OF FRASER | HOUSE | GALWAY/DUBLIN

- Worked part-time in numerous service industry jobs in some of the top retail outlets in Galway and one of the most popular restaurants in Dublin.
- Balanced studies, sporting commitments and work throughout my graduate and postgraduate studies.

### PERSONAL CARER

GALWAY | SEPTEMBER 2015 – MAY 2016

- Worked as a personal carer for a disabled man living alone in Galway.
- Prepared meals, organised medications and aided the use of the wheelchair while on long walks.
- Established a very trusting relationship where instinctive communication was essential due to the difficulties this man dealt with.

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## REFERENCES

AVAILABLE AT REQUEST.