

Jennifer Levis

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Education

Present to October 2019:	Final FE1s	Law Society of Ireland
	<ul style="list-style-type: none">• EU• Constitutional	<ul style="list-style-type: none">• Tort• Criminal
March 2019	FE1s	Law Society of Ireland
	<ul style="list-style-type: none">• Company (59%)• Equity (56%)	<ul style="list-style-type: none">• Property (51%)• Contract (50%)
2015 – 2018	Batchelor's of Law	University College Cork.
	Final Year Result: 2.1 (67%)	
Core Modules:		
<ul style="list-style-type: none">• Company (70%)• Medical (72%)• Family (71%)	<ul style="list-style-type: none">• Commercial (60%)• Evidence (65%)• Equity (67%)	<ul style="list-style-type: none">• EU (66%)• IT (60%)• Property(63%)
2013 – 2015	Leaving Certificate	Bruce College Cork.
	Achieved: 500/625 Points.	

Employment

<u>Date</u>	<u>Position</u>	<u>Employer</u>
Apr '19 – Jun '19	Legal Intern	Comyn Kelleher Tobin.
	Hands on experience in a Commercial Law firm, particularly in Litigation surrounding Medical Negligence cases. Navigating through the case management system. Drafting letters. Researching. Attending mediations. Recording minutes in a conference call with clients. Working to deadline. Communicating as part of a team of Interns to share tasks throughout the day in order to meet the firm's demands.	
Aug '18 – Apr '19	Legal Data Analyst and Investigation Official	Allied Irish Bank.
	Employee of the Financial Solutions Group. Investigating accounts in arrears, both commercial and private dwelling cases. Analysing and interpreting data. Compiling relevant data into a clear and concise format. Liaising with case managers regarding data involved. Adjusting and adapting to new projects every few weeks. Implementing new procedures and systems on a time sensitive basis. Working to deadline in a pressurised working environment in a calm and efficient manner. Responding to instruction from senior management. Gaining knowledge and experience in banking procedures. Working as part of a team in order to identify issues and effectively overcome these issues promptly.	
June 2018	Summer Intern	Ronan Daly Jermyn.
	First hand experience of a commercial law firm, particularly the Commercial Property department. Filling out stamp duty forms. Formatting leases.	

Scheduling Title Documents. Communicating with various solicitor firms in relation to issues regarding transfers of property. Participated in a client consultation programme and research projects.

Sept '16 – May '18 **Vice Chairperson** **UCC Free Legal Advice Centre (FLAC).**

Directing meetings weekly. Recording and distributing the minutes. Liaising with practitioners, lecturers and colleagues in order to provide legal advice for students in need. Organised a conference titled "Life after a Law Degree: Exploring your Options" by liaising with professionals from various professions with law degrees in order to inform students of their career options after university. Greeting students at FLAC events and developing their knowledge in particular areas of law. Managing a committee alongside the Chairperson.

Additional Employment.

<u>Date</u>	<u>Position</u>	<u>Employer</u>
May – Aug. 2017	Hostess	The Prado at Balboa Park, San Diego.
Feb – May 2017	Sales Associate	Azure Jewellery, Cork.
May – Sept. 2016	Waitress/Barmaid	Rochestown Park Hotel, Cork.
Aug 2015 – Jan 2016	Waitress/Barmaid	East Village Bar and Restaurant.

Interests and Achievements

Sport:

- Ashton Hockey Club (2006 - present).
 - Team member of the Division One senior hockey team.
 - Competing in both Irish Senior Cup and Irish Junior Cup competitions.
- Gym (2013 – Present)
 - Attending twice a week performing cardiovascular fitness, weights and Pilates in order to improve my performance on the hockey pitch.

Academic:

- Achieved 500/625 Points in my Leaving Certificate (2015).
- Elected on to the UCC FLAC Committee (2016).
- Elected UCC FLAC Vice-Chairperson by colleagues (2017).
- Organised a careers conference titled "Life After a Law Degree: Exploring your Options" resulting in the largest attendance to date for a FLAC event. (2018)
- Achieved a high 2.1 Bachelors of Law degree (2018).
- Passed four FE1s while working full time.

Personal:

- Achieved a level one and level two lifesaving certificate including skills such as CPR.
- Achieved a level one certificate for sailing.
- Participant of the Christmas Swim for the Mercy Hospital (2016, 2017 & 2018).
- Completed my Bronze Presidential Gaisce Award.
- Full clean Licenced Driver for 4 years with own transport.

References available on request.