

# Jennifer Ryan

0851553831, jennyryan123@gmail.com

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## EDUCATION

Sep 2009 – Jun 2015	<b>Leaving Certificate</b>	Gaelcholáiste Luimnigh
	Irish A2 (Honours), Home Economics A2 (Honours), English C1 (Honours), Business C1 (Honours), Biology C1 (Honours), French C3 (Honours), Mathematics C3 (Ordinary) 450 points	
Sep 2015 – May 2019	<b>Law and Irish, LLB</b>	University of Limerick
	1st year - 2:1 2nd year - 2:1 3rd year - 1:1 Expect to graduate with a First Class Honours LLB in August 2019	
Jan 2018 – Jun 2018	<b>Erasmus</b>	University of Malta

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## EMPLOYMENT HISTORY

Feb 2018 – Jul 2018	<b>Aviation and Transport Finance Intern, Ganado Advocates</b>	Valletta, Malta
	<i>While on Erasmus in Malta, I worked part-time for five months and full-time for one month at Ganado Advocates, Malta's largest corporate law firm.</i>	
	<ul style="list-style-type: none"><li>• Worked on cross-border M&amp;A deals with teams of lawyers across Europe</li><li>• Completed due diligence, reviewed agreements and drafted the due diligence reports</li><li>• Wrote 'insights' for the firm's website and newsletter on monthly subjects of interest</li><li>• Prepared for court actions through drafting briefs and filing court documents</li><li>• Compiled minutes at meetings and took attendances on calls</li><li>• Assisted in the drafting of aircraft and ship mortgage and loan agreements</li><li>• Reviewed and drafted legal opinions on issues involving the Cape Town Convention</li><li>• As the only native English speaker at the firm, I completed a lot of proofreading</li></ul>	
May 2017 – Jan 2018	<b>Legal Intern, General Electric Capital Aviation Services</b>	Clare, Ireland
	<i>I completed my co-operative education placement at General Electric Capital Aviation Services' Headquarters.</i>	
	<ul style="list-style-type: none"><li>• Compiled key legal documentation for capital market transactions</li><li>• Reviewed copyright rules on transactions</li><li>• Ran regular checks on GECAS's actions concerning the Federal Lobbying Disclosure Act, working with senior compliance and risk teams</li><li>• Drafted daily, weekly and quarterly reports to assist in the management of assets</li><li>• Organised cross-jurisdictional team conference calls for GECAS's global Diversity and Inclusiveness Council</li><li>• Compiled and presented two detailed reports on behalf of the legal team. The first on Brexit's impact on the aircraft leasing sector and the second on new lease accounting rules which meant that aircraft leases were to be considered lessee assets on balance sheets</li><li>• Communicated daily with clients on issues such as deposits and interest on leases</li></ul>	
Sep 2015 – May 2017	<b>Part-Time Team Supervisor, Homestore and More</b>	Limerick, Ireland
	<i>I worked up to 30 hours a week at Homestore and More during the first two years of my full-time LLB.</i>	
	<ul style="list-style-type: none"><li>• Implemented plans devised by the corporate department on a practical level</li><li>• Satisfied weekly sales targets, requiring me to find innovative ways to increase sales</li><li>• Managed client complaints and queries, adopting a client-focused approach</li><li>• Reported to the corporate department weekly on the shop's progression</li></ul>	
Jun 2015 – Sep 2015	<b>Summer Secretary Position, Leahy's Opticians</b>	Limerick, Ireland
	<ul style="list-style-type: none"><li>• Scheduled appointments, ensuring they suited the opticians and the clients</li><li>• Fulfilled basic accounting functions such as data collection and weekly reporting</li><li>• Recorded minutes at meetings</li><li>• Maintained the company's registers</li><li>• Maintained an organised filing system both electronically and physically</li></ul>	

Apr 2013 – Jun 2015

### Part-Time Sales Assistant, Mace

Limerick, Ireland

*I worked as a sales assistant at Mace throughout my Leaving Certificate cycle, from transition year to the end of my Leaving Certificate.*

- Prepared floats of money and balanced sales
- Communicated with management regarding the customer response to promotions
- Provided exceptional customer service

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## VOLUNTARY AND SOCIETY WORK

Aug 2018 – Present

### Adult Literacy Voluntary Resource Worker

Bord Oideachais Training  
Centre, Limerick

- Currently volunteer weekly tutoring adults with varying levels of literacy

Feb 2018 – Jun 2018

### Voluntary Legal Intern

Victim Support Malta

- Conducted legal research for the Victims Rights Directive
- Interviewed relevant stakeholders
- Completed draft suggestions for the directive

Sep 2015 – May 2015

### Equestrian Society Secretary

University of Limerick

*I underwent this elected position in the first year of my undergraduate degree however, I continue to play an active but auxillary/advisory role in the society.*

- Drafted and supplied relevant documentation to the University of Limerick's student union to obtain funding
- Compiled minutes at team meetings
- Organised and advertised weekly horse riding lessons for international students
- Collected money and took orders for the society's official merchandise

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## INTERESTS

- **Music:** I am a skilled pianist with music playing a key role in my life. Although I am qualified to teach piano, I currently play for pleasure. Attention to detail and resilience are essential skills for an accomplished pianist and skills which continue to benefit me academically and professionally by allowing me to apply myself fully to any assigned task.
- **Sports:** I am an accomplished showjumping and dressage rider and have competed successfully in national and international arenas.
- **Travel:** This summer I travelled around Canada, America and Azerbaijan, developing my cultural and social awareness.
- **Languages:** I am a fluent Irish speaker and an advocate for the language. I completed my primary and secondary education through Irish and am currently studying Irish as part of my LLB.

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## ACHIEVEMENTS

- Bought, trained, competed and sold a horse for an 850% profit displaying my drive for success, keen market insight and ambition
- Competed successfully at national debating competitions through English and Irish, developing my communication skills through concise, precise and succinct oral engagement
- Appointed a team-leader on a GECAS Global Diversity and Inclusiveness Council project, displaying my reliability and teamwork skills
- Completed all of the Royal Irish Academy Music exams, my final exam in 2014 with a distinction illustrating consistency, work-ethic and resilience
- Chosen to write and deliver a speech as Head Girl to the parent and school population on graduation from secondary school
- Promoted from a sales assistant to a supervisor at Homestore and More upon displaying my initiative, work-ethic and reliability

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## REFERENCES

Daniel Aquilina - Partner from Ganado Advocates

daquilina@ganadoadvocates.com · +356 2123 5406

