**Jennifer Shum**

**Address:** 6 Kildalton Close, Piltown Co. Kilkenny

**Telephone:** 0834733203

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Currently holding a full driving licence.

**Personal Profile**

Diligent, focused, organised and motivated Criminal Justice undergraduate student with a strong drive for experience and improvement of skillset. Graduated in BA Criminal Justice in the year of 2023 with a Second Class Honours. Recently graduated from the University of Limerick in the Graduate Entry Program in Bachelor of Laws with a Second Class Honours. Through this course, I studied Contract Law, Tort Law, Equity and Trusts, Company Law, Land Law.

First class analytical ability, with strong research skills and interest in the study and practice of criminal law and criminal justice. Proven interactive and intellectual skills due to experience in multiple roles paired with a flexible “can do” attitude towards both work and academics. Highly prominent leadership skills within a variety of positions. Continually displays high levels of enthusiasm and an impeccable work ethic and attitude.

**I.T Skills:** Proficient knowledge in Microsoft Office. Competent using legal databases such as JustisOne, LexisNexis, WestLaw and Bailli Law.

Member of the Law Society, University of Limerick, Limerick, Ireland.

**Digital Marketing Skills:** Obtained a high standard of digital marketing skills. Partook in short course designed by Marla Communications where skills such as search engine optimisation, digital personas, web design and graphic design were explained in elaborate detail.

**Education:**

**2023/2024 LLB Laws, University of Limerick.**

**Graduated with a Second Class Honours (2.1)**

**Year 1 Modules Semester 1:**

Tort Law B2

Contract Law B1

Equity & Trusts B2

Land Law B2

Company law B3

**Year 1 Modules Semester 2:**

Tort Law B2

Contract Law A1

Equity & Trusts B1

Land Law B2

Company law B2

**2019/2020 BA Criminal Justice, University of Limerick.**

**Year of Graduation: August 2023**

**Graduated with a Second Class Honours (2.1)**

**Year 1 Modules Semester 1:**

Legal System & Method B1

Criminal Law 1 B1

Introduction to Sociology I B2

Introduction to Public Administration I B2

Introduction to Politics and International Relations B2

**Year 1 Modules Semester 2:**

Criminal Law 2 A1

Criminal Procedure B1

Introduction to Sociology II A1

Introduction to Public Administration II A2

Introduction to Politics and International Relations II A2

**Year 2 Modules Semester 1:**

Constitutional Law 1 B2

Crime and Criminal Justice B1

Classical Sociological Theory B3

Para-governmental Organisations A2

Government and Politics of Ireland B1

**Year 2 Modules Semester 2:**

Constitutional Law 2 B1

Administrative Law A2

Contemporary Sociological Theory B1

Principles of Organisational Behaviour B3

Government and Politics of the EU B2

**Year 3 Modules Semester 1:**

Cooperative Education P

**Year 3 Modules Semester 2:**

Human Rights Law B2

Law of Evidence B3

Comparative Public Policy B1

The Sociology of Crime Deviance and Social Control A2

Inequality and Social Exclusion C3

**Year 4 Modules Semester 1:**

Advanced Lawyering B1

Child Law A2

Law of the European Union A2

Change Management B1

Psychology in Everyday Life B2

**Year 4 Modules Semester 2:**

Jurisprudence A2

Law of the European Union 2 A2

Law and Criminology A1

Public Policy and the Environment B1

Psychology and Social Issues A1

**Leaving Certificate (2019) (408 points):**

*2013 – 2019 – Scoil Mhuire, Greenhill Co. Tipperary.*

Irish (Higher) H4

English (Higher) H3

Mathematics (Pass) O2

Economics (Higher) H5

French (Higher) H3

Biology (Higher) H4

History (Higher) H4

**Work Experience:**

***August 2024 – Office Manager, LawEd, Kilkenny.***

***Present***

* I was honoured to be invited to return to LawEd, where I previously completed my placement as part of my undergraduate degree.
* There has been a significant increase in responsibility in my role due to the expansion of the business and increase in colleagues contributing to our efforts
* I act as the main point of contact for all clients, manage bookings, control social media, research legal material used to teach students, collaborate with companies to drive increased sales
* I work alongside solicitors and barristers that facilitate workshops for secondary school students, educating them on the legal rights and responsibilities of young people in society today

***May 2022 – Sales Assistant, DV8, Clonmel, Tipperary.***

***Present.***

* Acquired high standard retail experience and training to work on the shop floor amongst other staff members and assist customers with any retail needs expressed.
* Duties involved aiding customers with any queries and ensuring a pleasant and comfortable experience on behalf of the company store, managing sales transactions on the cash register
* Equipped with both cash and card transactions, styling mannequins and maintaining a clean and tidy image of the store, working as a team in a busy environment, preparing items for sale season.

***July 2021 – Intern Administrator, LawEd, Kilkenny.***

***April 2022.***

* Developed great administrative skills, worked on the preparation of presentations using powerpoints as elements of law workshops for students.
* Worked alongside INCO company to establish a social media campaign for LawEd to boost sales and generate reach through online platforms
* Duties involved managing social media accounts to add structure to all profiles, communicating with clients via formal emails, cooperated with educational training boards on behalf of finance details and researched legal content to share via newsletters, blog posts and articles
* Undertook the filing of documents, crosschecked information on behalf of LawEd and always worked to deadlines
* Trusted with drafting emails to clients and colleagues
* Undertook coursework in digital marketing with Marla Communications to further expand knowledge and skills

***August 2021 – Criminal Law Internship, M.E. Hanahoe Solicitors, Dublin***

***August 2021***

* Gained an insight into the career of a criminal lawyer during the height of the legal year
* Attended the Central Criminal Court and audited multiple high profile court trials
* Understood various elements to criminal law
* Read legal documents surrounding cases and previous case law
* Communicated with clients by whom Hanahoe Solicitors were representing

***October 2018 – Waitress, Kings Court Restaurant, New Ross Co. Wexford***

***April 2020***

* Tasked with providing services to a wide variety of customers in a busy, fast-paced environment, offering takeaway service and sit-down dining, both of which were usually operational at once
* Familiarised with the monetary system and procedure
* Developed great interpersonal initiative skills as well as teamwork skills, working alongside other staff members

***February 2017 – Intern, Michael A. O’Brien Solicitors & Co., Carrick on Suir, Co. Tipperary***

***June 2017***

* Gained an insight into the workings of a law firm by applying to a local legal representative office as part of Transition Year work experience.
* Attended and witnessed court trials on behalf of the firm.
* Filing of legal documents, learnt the importance of strict confidentiality
* General office duties including photocopying and composing letters to clients

**Achievements:**

* Elected to be member of the Debs Committee for my year group 2019, gained leadership skills, initiative, learned how to organise a monumental event on behalf of my classmates, accommodating for over 200 people.
* Obtained lifeguard qualification license
* Qualified for the National championships in swimming 2012 run by Swim Ireland
* Taught drug awareness to young children in my local community, teaching the dangers of drug abuse
* Taken part in many choir recitals for school masses during my time in secondary school
* Certificate in First Aid and Food Safety

**Interests:**

* Criminal Law, Human Rights protection, Criminal Justice, Justice Reform
* Public Speaking
* Running, swimming, the gym
* Photography
* Travel

**References:**

 References available upon request.