

Kate Goodman

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Education: 2014-2017: Bachelor of Civil Law and Society (BCL) at Dublin City University.

(Transcript of results available on request)

- Modules included: The Irish Legal System, Property law, Constitutional law, Employment Law. The BCL programme in DCU also allowed me to be exposed to public speaking by completing a Moot Court module in my second year as well as a presentation on the proposed reform of the law in Ireland protecting the rights of intersex individuals in my final year.
- Creativity was encouraged through discussion or debate about law and potential/need for reform in certain areas. The BCL programme captured my interests and passion for law which enabled me to achieve an overall 2:1 result across the three years in the programme.

2009-2014: Our Lady's Secondary School, Castleblayney, Co. Monaghan.

Subjects studied include History, Home Economics, Biology & French. Total CAO points achieved: 500. I also completed an ECDL module in my transition year which gives me a useful understanding of computers.

Work Experience: May 2018 – Present: McKeever Rowan Solicitors

- As a Receptionist/Legal Secretary at McKeever Rowan Solicitors, I recognised the importance of being courteous, welcoming and approachable for both clients and staff.
- Organising the Solicitor's consultations, ordering stationary, invoicing clients and taking payments were among my daily tasks. Scheduling title documentation, typing and e-mailing letters enabled me to help in the day to day running of a law firm and gave me a useful understanding of the case management system, Keyhouse.

November 2018 – Present: Case Law Review Writer for Legal Island

- Preparing fortnightly reviews of case summaries that would be published on the Legal Island Website to provide Employers with information regarding decisions made by the Adjudication Officer in the Workplace Relations Commission.
- Composing a variety of summaries which cover issues such as Unfair Dismissal, Gender Discrimination, Constructive Dismissal etc.

September 2017 – April 2018: Moore Stephens Chartered Accountants

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- As a Tax Consultant trainee in Moore Stephens I was exposed to a variety of different everyday tasks from which I gained an experience of office life in my first professional role. Among my duties were;
- Preparing and filing income tax returns, liaising with the Revenue Commissioners with various queries such as tax registrations for companies, dealing with applications for certificates of tax residency and checking the status of refunds and repayments was also an important part of my role in the firm.

July 2015-April 2017: ZARA Blanchardstown:

- Working as a cashier in ZARA has really helped to develop my communication skills. I am capable of being resourceful in stressful situations, for example being short staffed and handling a difficult customer.
- ZARA also gave me the opportunity to be exposed to customer advertising/visual merchandising. Posters/items were strategically placed on the shop floor to attract attention and increase commission for the store.

June 2016-August 2016: Gayle D Patton Solicitors:

- As a voluntary legal Intern at this firm I realised how important it was for customers or clients to recognise and identify with the firm. For instance, using headed paper which advertised the name of the firm or offering business cards which allowed the name of the firm and its services to be very distinguishable.

Personal Interests: Going to the gym or attending fitness classes such as spinning after work. I really like being outdoors, occasionally when I go home I help my family out on the farm with the cattle or go on hike. I am also very interested in Irish culture/music. I enjoy going on tours to Kilmainham Jail or Glasnevin Cemetery and watching documentaries, or even reeling in the years. I also enjoy playing the guitar, banjo and going to dance lessons.

References:

- Scott Alexander, Head of Learning and Development at Legal Island. E-mail: Scott@legal-island.com
- Eoghan Bracken, Tax Partner at Moore Stephens. E-mail: Eoghan.Bracken@moorestephens.ie