

# Kate Kirk-Murphy

[katekirkmurphy@gmail.com](mailto:katekirkmurphy@gmail.com) • [www.linkedin.com/in/katekirkmurphy](http://www.linkedin.com/in/katekirkmurphy) • 085 243 1007

---

## Work Experience

**ION Trading Ireland Limited, Simonscourt Road, Dublin**

Feb. 2021 — Present

*Legal Analyst (Currently working remotely, based in Cork)*

I work alongside ION's in-house legal team, providing legal support to various teams across the organisation. Reporting directly to the General Counsel, I am responsible for drafting NDAs, preparing licence and subscription agreement templates and assisting with the negotiation of the terms and conditions legal and commercial documents. This role is fast-paced and has facilitated the development of my time management and communication skills.

**Tourism Ireland, 33 Rue de Miromesnil, Paris**

Sep. 2018 — Sep. 2020

*Marketing and Administrative Assistant*

As part of the Ibec Global Graduates programme, I completed a two-year placement with Tourism Ireland in Paris. I was responsible for executing the French team's email marketing strategy and collaborated with Irish and French industry partners to assist them in achieving their business objectives in France. During my time at Tourism Ireland, I also represented the French team at corporate functions and cultural events and coordinated the 2020 'Global Greenings' initiative alongside the Irish Embassy in Paris.

**University College Cork, College Road, Cork**

Jan. 2015 — Jun. 2018

*Human Resources Administrative Assistant*

I worked part-time in the staff Human Resources Department of UCC during my studies. I supported the HR team with filing, data entry and recruitment competitions, acquiring experience in working with highly confidential data.

**Michael Powell Solicitors, 5 Lapps Quay, Cork**

Jun. 2017 — Jul. 2017

*Legal Intern (UCC Summer Law Placement Programme)*

I completed a summer internship at a local solicitor's firm in 2017. While working at the firm, I assisted the legal team in their preparation of correspondence to clients, contributed to file maintenance and scheduled title documents. I also helped to prepare briefs, attended court and conducted legal research to aid the solicitors in their preparation of materials for litigation cases.

---

## Education

**Technological University Dublin (TUD)**

2018 — 2020

**Postgraduate Diploma in Global Business Leadership**

*Merit Grade One*

I completed a Postgraduate Diploma in Global Business Leadership as part of the Ibec Global Graduates programme. Modules included Project Management, Global Marketing and Sales, Innovation and Corporate Finance.

**University College Cork (UCC)**

2014 — 2018

**BCL (Hons) Law & French**

*First Class Honours*

**Notable Results**

International Human Rights Law (71%), Law of the European Convention on Human Rights (72%), Medical Law (74%), Child Law (70%), Family Law (69%), Property Law (70%), Law of Torts (70%).

**Mount Mercy College, Model Farm Road, Co. Cork**

2008 — 2014

**Irish Leaving Certificate 2014**

Attained 575 points

A1 in French, Spanish & Irish (HL) & A2 in English (HL)

---

## **Interests and Skills**

### **Interests and Achievements:**

- Hobbies include reading, short story composition, languages and music
- An avid musician, I completed my classical piano training at the CIT Cork School of Music in 2012
- Awarded a Diploma in Piano Performance by the London College of Music in 2013
- Worked part-time as a piano teacher during my time at university
- Fluent in the French language
- Volunteer at UCC 98.3 FM, UCC's student radio station (2016 – 2017)

### **Skills:**

Microsoft Office, teamwork, creative writing and translation.

## **Additional Achievements**

### **Final Examination - First Part (FE-1)**

**Equity** (March 2021) – 60%

**Property Law** (March 2021) – 60%

**Contract Law** (March 2021) – 57%