**Katie Tyrrell**

3 Blackthorn Drive, Grantstown Village, Waterford, Ireland.

 +353 867320253

katietyrrell95@gmail.com

21/10/1995

Diligent, good initiative, team worker, excellent communication skills seeking a summer internship.

**Education**

Law Plus, University of Limerick, Ireland, 2014-present

**Modules studied to date:**

Year 1: Introduction to Lawyering 1 (A2), Contract 1 (B1), Criminal 1 (B2), Labour (C1), Psychology and Everyday Life (C2), Introduction to Lawyering 2 (B1), Contract 2 (B1), Criminal 2 (B3), Commercial (B2) Cultural Studies: Language and Culture (A2)

Year 2: Land 1 (B3), Constitutional 1 (B3), Tort 1 (C1), Crime and Criminal Justice (B1), Principles of Professional and Technical Communication and Information Design (C1), Land 2 (C1), Constitutional 2 (A2), Tort 2 (B2), Sports Law (C), Cultural Studies 4: Cultural Theory (B2)

Year 3: Law of Evidence (A1), Jurisprudence (A2), Administrative Law (B1), Medical Law (B2), Workplace Issues In Technical and Professional Communication (B2).

Year 4: (Half) Visual Studies (A2), Company Law 1 (B1), Equity & Trusts 1 (B1), Law of the European Union 1 (B2), Advanced Lawyering 1 (B2)

**2008-2014:** St Angela’s School, Waterford, Ireland.

**Subjects studied:** French (A2) Biology (B1) Irish (B1) English (B2) Accounting (B3) History (C1) Maths (O) (B3)

**Transition year:**

* WIT, Legal Studies – 2012 - attending lectures and sitting in on cases in the district and circuit courts.
* In July 2012 I observed an Employment Appeals Tribunal (EAT) hearing on an employment issue of unfair dismissal.
* GAA coaching course.

**Volunteer Work**:

* In July 2012 I volunteered to help at Sacred Heart Lady Lane which is a day school for young children with special needs. My duties were to attend to the children, set up creativity and art classes and take them on walks to the local parks.
* In December 2012 I sold Christmas cards and decorations for Waterford Hospice.

**Work Experience**

Portlaoise Hospitals, P/T Multi Task Attendant (MTA), Jan 2015 – present - My role involves preparing and serving meals and late teas to patients in a busy working environment to a strict timetable. I am also required to clean. I have to be organised at all times in relation to; infection, prevention and control standards, manual handling, confidentiality and Health & Safety matters.

Bubba Gump Shrimp Company, Santa Monica CA– May 2017 – August 2017 – My job as a host involved greeting and seating guests. Other tasks included busting/setting up tables, running food, managing the floor and communicating with staff via walkie talkie. I gained excellent communication and interpersonal skills. I engaged and interacted well with customers and attended to their requirements as customers. I worked in a very busy environment and oftentimes I had to use my initiative such as anticipating when guests would leave as the main goal was to have all tables filled.

Dillon Eustace June 2016 – January 2017 – Company Secretarial Department - I was responsible for the filing of annual returns and financial statements of a company with the Companies Registration Office. I helped in the setting up of companies and drafting all the necessary forms. I arranged the signing of forms and the filing of forms in the companies minute books. I arranged and attended board meetings regarding companies undergoing the conversion process under the new Companies Act 2014. I also gained administration skills such as taking calls, filing, letter writing, binding, Microsoft word and excel/spreadsheets, getting legal documents notarised and apostilled in the Department of Foreign Affairs and authorised in several Embassy’s.

Vegetable Wholesale Business 2012-2015 - sale of fruit and vegetables - I gained marketing, communication and interpersonal skills.

Boots Pharmacy, Georges Court, Waterford 2012 – sales, attending and serving customers.

**Achievements**

* Captain of the UL Ladies Hockey Team in 2017.
* In 2015 I was elected as the Law Ball Convener for the University of Limerick Law Society – This involved organising the most important event in the law society calendar, which was a great success. I gained many skills such as strong leadership, a strong sales and marketing focus, strong organisational ability and project management as well as a commitment to working as a team.
* Full clean driving licence.
* In January 2013 I undertook a sign language course called Lámh to communicate to children with special needs and received a certificate on completion.
* I have completed the European Computer Driving License (ECDL)
* In October 2011 I participated on a French exchange in Bayonne and also hosted a French student in Ireland in January 2012.
* I am an accomplished swimmer.

**Interest/ Hobbies**

**Music:** I have played the piano and guitar since I was ten at the Waterford Academy of Music and Arts.

**Sport:** I enjoy playing hockey since 2007. In 2010 I was captain of the Waterford Girl’s Hockey Team and in 2012 – 2013 I played on the Woman’s Division 1 Waterford Hockey Team. I am currently now playing with the University of Limerick Woman’s Hockey Team. I played with UL in the Hockey Intervarsities in Queens University Belfast in October 2014 and in the 2015 Intervarsities which was held in University College Cork. I got chosen to play in the 2017 Intervarsities which was held in the Three Rocks Rovers, Dublin in October. I have also played with the UL team in the Mixed Varsities which took place in Athlone Institute of Technology in February 2016 and in Kilkenny College in February 2017.

References on request