LAURA O CONNOR

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PERSONAL PROFILE

Highly motivated, recent LLB graduate with a 2:1 degree at the University of Limerick. Hold previous work experience in Maples and Calder, a highly successful, full service legal practise advising on Irish law. Extremely involved with Clubs & Societies in University, as an active member of the Law Society and Vice-Treasure of the Animal Welfare Society.

EDUCATION AND QUALIFICATIONS

**2013 – 2017 University of Limerick**

**Studied Bachelor of Laws (Law Plus)**

**Key Modules:**

Criminal Law, Land Law, Administrative Law, Labour Law, Law of Torts, Evidence Law, Jurisprudence, Contract Law, Company Law, Equity and Trusts, European Union Law.

**February – July 2016 University of Bologna, Italy**

**2007 – 2013 Presentation Secondary School, Listowel**

RELEVANT WORK EXPERIENCE

**June - December 2015 Internship in the funds department**

**Maples and Calder,**

**75. St Stephen’s Green, Dublin 2 Key Responsibilities:**

* Actively developing a strong and invaluable knowledge of the funds legal practice;
* Working within a team structure and taking direction from associates and partners;
* Preparing for and attending board meetings;
* Liaising directly with clients while fulfilling all paralegal duties;
* Assisting with the establishment of UCITS;
* Conducting legal research; and
* Developing my communication and analytical skills by liaising with associates and clients on fund matters.

OTHER WORK EXPERIENCE

**September 2017 – Present Server and bar attendant**

**Allo’s Bar Bistro Townhouse,**

**Listowel, Co. Kerry Key Responsibilities:**

* Serving food and drinks and ensuring that the customers are always my main focus; and
* Being a dedicated, diligent and consistent team player and maintaining a professional relationship with all members of staff.

**June 2012 – January 2017 Cashier and kitchen/deli attendant**

**Centra, Listowel, Co. Kerry Key Responsibilities:**

* Providing an excellent service by ensuring the food was prepared and served at a consistently high standard; and
* Maintaining a cheerful and friendly attitude at all times towards customers.

KEY SKILLS

**Computer Skills**: ECDL qualified. Highly proficient in Word, Access, Excel, Powerpoint, Outlook and Databases.

**Planning and Organisation**: As a committee member of the Animal Welfare Society, I planned weekly members meetings and events whilst carrying out Treasury duties.

**Interpersonal Skills:** As part of my job at Maples and Calder, I communicated effectively with valued clients on a daily basis whilst carrying out various administrative duties for senior members of my team.

INTERESTS AND ACHIEVEMENTS

* Keen interest in sport, captained the All-Ireland winning basketball team in secondary school and was a member of the fresher’s basketball team in UL.
* Enjoy mountain climbing in my spare time. I have climbed the three tallest mountains in Ireland and hiked through Yosemite National Park;
* Hold bronze medal Gaisce Award;
* Previous member of local youth theatre;
* Member of the Law Society in UL, where I participated in many mooting competitions;
* Volunteered in a “Dragons Den” programme which involved visiting a primary school for 5 weeks and helping the pupils to create a business idea which they eventually presented to the partners of Maples and Calder; and
* Participated in the UL International Buddy Programme which provides each international student who is new to the university with a UL ‘buddy’ who volunteers to help them out, show them around and essentially ease them into college life in Limerick.

**References available on request.**