

# Lauren McLoughlin

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## Personal Profile

Law student at Trinity College (University of Dublin) due to graduate in 2016 en route to achieving strong upper second-class honours. Excellent written and communication skills exemplified by consistently achieving at least upper second-class in all submitted essays and practiced through my work experience as a legal intern and accommodation advisor. Effective team member represented by my involvement in two major group projects in Junior Sophister achieving 67% and 66% in 'Innovation, Entrepreneurship New Venture Development' and 'Marketing Management' respectfully. Confident orator with experience and success in debating and public speaking.

## Education History

### Trinity College, University of Dublin 2012-2016

Law and Business LLB (Bus)

2014/15: Overall 66% - Law: Equity 68%, Administrative Law 67%, European Union Law 66%, Employment Law 65%. Business: Innovation Entrepreneurship & New Venture Development 67%, Marketing Management 63%.

2013/14: Overall 58% - Law: Constitutional Law 56%, Criminal Law 55%, Land Law 47%. Business: Organisational Behaviour 61%, Principles of Marketing 67%, Introduction to Accounting 64% (Repeat - linked exam), Financial Analysis 66% (Repeat - linked exam) Introduction to Finance 51%.

2012/13: Overall 60% - Law: Irish Legal Systems 73%, Law of Torts 63%, Contract Law 60%. Business: Organisation and Management 61%, Introduction to Economic Policy 53%, German 50%.

### Leaving Certificate 2011 - 2012

580 Points - English (H) A1, Business (H) A1, Geography (H) A1, Biology (H) A1, Chemistry (H) A2, German (H) A2, Irish (H) B2, Maths (O) B3.

## Employment History

### Accommodation Advisory Service - Accommodation Advisor

Student's Union Office, Trinity College Dublin

August 9th to September - September 25th 2015

Duties Included:

- Answering phone calls in relation to accommodation from both students and landlords and general information regarding leap cards, admission, college calendars etc.
- Actively seeking more accommodation possibilities by contacting letting agents, students residences and landlords directly.
- Maintaining and updating our property database in conjunction with the university's data protection policy.
- Negotiating rental prices with landlords and host families in order to get the best possible value for our students.

- Assisting with student queries and drop-ins - explaining Dublin geographically, the transport links within Dublin, how to navigate the private rental market.
- Dealing with student-landlord complaints by contacting organisations like the Private Residential Tenancy Board (PRTB) and Threshold on behalf of students.

### **Leahy's Pharmacy - Counter Assistant**

Dunkellin Street, Loughrea

Part time August 2012 – July 2014

Duties include

- Cash handling and lodging cash and cheques in bank
- Stock taking, ordering, pricing
- Cleaning – toilets, stairs, office
- Advising customers with make-up and other over the counter products
- Performing cash up and back up daily
- Till use
- Dealing with customer enquiries and complaints
- Assisting in the dispensary when required

### **Independent Trustee Company Ltd - Intern**

Harmony Court, Harmony Row, Dublin 2

June – August 2013

Duties Included

- Administrative Duties – photocopying, writing emails, answering phone calls, taking minutes at client meetings, filing, use of Microsoft Excel and Word, creating accounts.
- Secretarial Duties – Forwarding calls, record taking of all calls, sorting, scanning, franking and sending post, reserving meeting rooms and car parking spots, preparing tea/coffee for clients.
- Legal Duties - Drafting formal letters, updating legal information available to employees by researching online and scanning relevant information from the law library, sorting through title deeds and locating any absent documents by contacting the relevant authorities e.g. county council, attending solicitor-client meetings.

### **Radisson Blu, Galway**

Galway Race Week 2012

Duties Included

- Clearing tables
- Dealing with enquiries and complaints
- Ensuring a high-quality experience for the guests in line with the excellence policy of the hotel chain.

### **Other Qualifications and Interests**

#### **Debating**

- Winner Cork Novice IV 2014/15 - Top 3 Novice Speaker
- Semi-Finalist Maidens 2014/15
- Partook in many other regional and internal debating competitions - DCU Open 2015, Born-Again Maidens 2015, Law Society Pro-Am Debating Competition, Trinity Women's IV.
- Judge - Hist School Mace 14/15.
- Regional Finalist in Soroptimists Public Speaking Competition 2011.

**Voluntary Tuition Programme**

- Voluntary Tuition Programme (VTP): Tutor in English and Business for Leaving Certificate Student.

**Chernobyl Children International Volunteer**

2010-2013 - Loughrea Club - Áthas

- Assisting Chairperson with organising outings for host families and children - contacting venues and transport agencies.
- Supervising the children while on outings.
- Dealing with correspondence from Chernobyl Children International