**Curriculum Vitae 2021**

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**Profile**

I am a self-motivated, determined, and organised individual who enjoys working in a team or independently. I have a committed, positive, happy outgoing personality with excellent attention to detail and a proven ability to accomplish tasks and manage workloads.

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**Work History**

**Summer Legal Intern at Regan Wall**

12/07/2021 to 31/08/2021

In this role I experience what it was like to work in a corporate setting. I assisted solicitors with paperwork and filing. I was involved in the preparation of commercial transactions. This included amending corporate certificates and company documents. I was given the opportunity to expand and develop my legal knowledge in regards to business law.

**Sales Assistant with Neville Jewellers, Cork**

10/2020 to 01/2021

This role includes assisting all customers and understanding their needs whilst maintaining a professional manner. This role involved working closely with a team to ensure that the customer received an enjoyable experience whilst purchasing from us. Due to the nature of the role, stock management is vital and employee trust is regarded as imperative. I believe this position has demonstrated how crucial it is to create relationships with customers to ensure an excellent experience in store. This role further aided my ability to work as part of a team. This role requires responsibility and trust due to the value of the products sold. I believe I bring this to my work.

**Sales Assistant with Kurt Geiger at Debenhams, Cork**

03/2019 to 08/2020

This position includes greeting all customers who enter our department and assisting them with any queries they may have. I found that customers enjoy the experience of purchasing our products when each team member is passionate about the product they are selling. I believe that I aided this by being understanding of the customer’s needs and by demonstrating my keen interest in fashion and the product I am selling. As a sale assistant I guide customers with their purchases. The role has shown me how to strive and achieve targets set out for me and how to assist other members of my team to complete a sale. I also completed senior brand ambassador training in this role.

**Sales Assistant at Brown Thomas, Cork**

11/2018 to 12/2018

I worked at the gift card station during the store’s busy golden quarter. I gained experience in sales, sales targets, cash register operations and dealing with customers all while working as a team in a high-pressure environment.

**Waitress at Kubo Restaurant, Douglas, Cork**

08/2018 to 12/2018

Waited tables and entered phone orders to ensure all customers were served efficiently and quickly.

**Sales Assistant at Daybreak, Rochestown, Cork**

06/2016 to 12/2016; 02/2019 to 10/2020

Operated the cash registers and served customers in the convenience store.

**Transition Year Work Placement at Ronan Daly Jermyn, Cork**

04/2016

As part of my TY year, I gained office experience in RDJ law firm including, photocopying, filing, and accompanying lawyers to their court cases.

**Education**

* International Law (BCL) 3rd Year student in University College Cork

2018-current

* Erasmus semester at Charles University, Prague

2021

* Leaving Certificate in Scoil Mhuire, Sidney Place, Cork

2015-2018

* Junior Certificate in Scoil Mhuire, Sidney Place, Cork

2012-2015

**Courses and Awards**

* **International Women’s Health and Human Rights**

This course is offered through Coursera in conjunction with Stanford University. I obtained a certificate from completing this course.

* **Gaisce President’s Award**

This is a self-development program that encourages young people to get involved with and make a difference in their community. I completed the program successfully and volunteered for Penny dinners, a local charity that provides meals to people in need.

* **Meitheal Youth Leadership Program**

This program teaches young people to learn to identify needs in their schools and to use their own initiative to respond in a practical manner. Following the training, I put the skills in practice in my school by helping new students with orientation, mentoring and support.

* **ECDL**

I completed the European computer driving license (ECDL) including word processing, spreadsheet and presentation software.

* **Sports and Hobbies**

Member of the UCC Law Society

Member of FLAC Society (Free Legal Aid Clinic)

**References**

* John Cuddigan, Ronan Daly Jermyn | 086-8162290 | [john.cuddigan@rdj.ie](mailto:john.cuddigan@rdj.ie)
* Kieran Regan, ReganWall | 087-4101520 | [kregan@reganwall.ie](mailto:kregan@reganwall.ie)