

Lisa Fitzsimons

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Career Profile

Final year LLB Student with two years Customer Service Experience currently seeking a Traineeship.

Key Skills

- Communication Skills – experience in giving presentations to large groups and also dealing with clients over the telephone.
- Information Technology Skills – proficient Microsoft Word, Excel, CLIO, Zotero, Kyalant user as well as ability to type upward of fifty words per minute.
- Team working Skills – ability to work effectively and cohesively as part of a team as well as individually.
- Legal Research Skills – construction of various reports and casenotes in different legal settings and completion of legal research seminars including topics of intellectual property and report writing.

Education History

2003 – 2011	Primary School Education	St Brigid's GNS Glasnevin
2011 – 2016	Secondary School Education	St Mary's HFC Glasnevin
2016 – 2019	LLB (Honours) in Irish Law	Griffith College Dublin

Career History & Work Experience

June 2017 - Assistant to Solicitors - Work Experience in the Legal Aid Board

- Drafting letters on behalf of solicitors in the Medical Negligence Unit
- Attending case conferences
- Shadowing solicitors over the course of the day-to-day running of a legal office

July 2017 - Researcher - Work Experience in the Refugee Documentation Centre

- Processing Refugee Country of Origin Information Queries which were then sent on to solicitors to assist them in constructing their client's cases
- Completion of a training seminar on how to conduct online legal research, with an emphasis on Human Rights and those with refugee status.

August 2017 – Present - Counter Assistant - Employed by Jump Juice Jervis Shopping Centre

- General duties such as food preparation, managing cash flow, cleaning and customer service.
- Responsibility for cash input and output including morning float and banking duties.
- Completion of a HACCP Training Course in Food Hygiene and Safety

March 2019 – April 2019 - Legal Assistant - Employed by McGrath McGrane Solicitors

- Filing, letter writing, ensuring the incoming and outgoing post was processed correctly.
- Compiling legal research and case briefs.
- Answering the telephones and communicating with clients and answering their queries.
- Being familiar with issues relating to Citizenship and Immigration as well as Tort matters.

Achievements and Awards

One of my biggest achievements to date was being selected to be an intern in judges' chambers across the Common Law Courts of Philadelphia, Pennsylvania in the Summer of 2018. I was chosen to represent the Brehon Law Society; of which I am now Vice-Chairperson at my College. My role as an intern was completing case briefs, attending conferences and witnessing trials and preliminary hearings in Federal, State and Family Courts. I also completed a training workshop in the Blank Rome law firm as part of the internship, where I learned about intellectual property and how to identify trademarks.

I am also currently a caseworker in the Irish Innocence Project. I have the opportunity to work on real cases on behalf of people who have been convicted who allege a miscarriage of justice has been committed against them. It is my job to assess any new or newly discovered evidence under the Criminal Procedure Act 1993 and pursue the application for a miscarriage or pardon if the situation so requires. My role also includes legal research, at the moment I am working on a comparative of the law pertaining to legal rights of an accused person before, during and after trial across various Common Law jurisdictions.

A very recent achievement of mine was that I received a Customer Service Award at my job in retail for gaining 100% approval rating from a customer, chosen at random, who cited the service I gave as "positive, efficient and enthusiastic", which "could not be improved upon in any way" at that time. I believe I provide a customer-orientated experience and cater what they would like.

In 2016 I received the Gold Pope John Paul II Award for my outstanding work in my parish as well as community work with the Saint Vincent De Paul that I undertook over the course of one academic year.

Hobbies & Interests

- I am currently a member of the Law Society and the Vice Chairperson of the Brehon Law Society at my College. My role involves the organisation of meetings and events such as in-house debates and mooted competitions. I attend talks given by an array of people from the Legal Profession, including former judges and most recently current Attorney General Seamus Woulfe. I find these events to be very informative and educational as well as beneficial to me as part of my studies.
- I also enjoy attending legal events outside of college, most recently I attended a Legal Cheek event hosted by the Law Society of Ireland in which topics such as BREXIT and how technology impacts modern law, were discussed.
- As I am very interested in all aspects of the law, in October 2017, I represented my college in the DCU National Moot Court Competition which took place in the Criminal Court of Justice. I dealt with a range of tort topics over the course of the event including Psychiatric Injury and Employer's Liability. I got the opportunity to act as both a barrister and a solicitor in a mock-trial situation judged by members of the Bar Council. The whole experience was highly enjoyable and beneficial.
- I enjoy doing Volunteer work in my spare time, most recently I volunteered at the Knights of Columbanus Homeless Day Dinner in the RDS where I served food and assisted in organization of goody bags and interacting with the guests.

References

My references, both Academic and Professional, are available on request.