**Maeve O’Sullivan**

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**EDUCATION**

**Trinity College Dublin**

*LLB in Law* Achieved 2016

* Upper Second Class Honours

**Mount Anville Secondary School**

*Leaving Certificate State Examinations* Jun 2012

* 555 points

**EXPERIENCE**

**Eversheds Ireland** June 2016 – August 2016

*Legal Intern*

* Acted as a member of the litigation and dispute resolution team
* Prepared various court documents relating to high-end commercial cases
* Attended important client meetings and sat in on client calls
* Conducted research on different pro-bono cases
* Assisted with the swearing of Affidavits
* Filed documents in the Central Office and Companies Registration Office

**Ulster Bank** June 2015 – August 2015

*Legal Intern*

* Assisted the team with numerous projects involving high-profile cases
* Edited the Ulster Bank Dawn Raid Response manual to ensure it was up-to-date
* Organised information sessions based on the manual updates – one in Dublin and one in Belfast
* Contributed to the production of data protection and cyber risk pamphlets for circulation to staff
* Delivered a boardroom presentation based on the recent Belgard Motors decision and its implications for Ulster Bank

**O’Reilly & Company Solicitors** Jan 2015 – April 2015

*Legal Intern*

* Gained experience in a range of practice areas including personal injury, employment and wills
* Researched and analysed various documents and case law to ensure the accuracy of advice and procedure
* Assisted with the drafting of documents, letters and contracts tailored to the client’s individual needs
* Helped to calculate claims for compensation and damages

**Trinity Student Managed Fund** Sep 2015 - May 2016

*Energy and Renewables Analyst*

* Researched and suggested potential investment ideas to the sector manager
* Member of team that pitched Sunpower Corporation to the Investment Committee

**Private Tutor** Jan 2013 – Present

*Leaving Certificate French*

* Give individual grinds to help students with specific problems
* Grade students sample exam questions and provide them with sample answers to these questions
* Provide students with condensed notes for the most important sections of the course making it easier for them to understand
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**LEADERSHIP**

**Mount Anville Secondary School** 2011

*Hockey Vice-Captain*

* Organized transport for fans to attend cup games and motivated teammates for these occasions
* Awarded vice captaincy of team in final year. Organized team-building activities to ensure all new teammates were welcomed and boost team morale

**ACADEMIC ACHIEVEMENTS, AWARDS AND SKILLS**

* Web Summit Volunteer 2015
* Received the Merit Award at my school for ‘Showing significant progress in all aspects of school life, involvement and commitment’
* Awarded best-in-class prizes for French and English at Mount Anville
* Achieved first place in the National Alliance Francaise Competition
* Article published in the Irish Sun Newspaper
* Received the Gaisce President’s Award
* Volunteered with Oxfam, Special Olympics and Trinity Cancer Society