

Maria Campbell

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PROFILE

I am an experienced legal professional with a demonstrated history of working in the commercial legal sector across Ireland, the UK, Australia and America. I am diligent, enthusiastic and enjoy working in a client focused environment. I am experienced in working within a team or focusing on self-directed projects.

RELVEANT EXPERIENCE

Mason Hayes and Curran; Legal Executive

Mar 2018 - Present

Dublin, Ireland

- Responsible for maintaining, updating and growing the firms knowledge bank of precedent and know how documents, including client advices and legal opinions.
- Working with fee earners to research complex legal issues.
- Developing legal learning, training sessions and knowledge handbooks on topics including execution of documents and E-signatures.

Maurice Blackburn Lawyers; Legal Process Coordinator

Aug 2017–Jan 2018

Melbourne, Australia

- Managed the nationwide knowledge management system for a large social justice law firm.
- Reported to the head of knowledge, while dealing with requests from seven different jurisdictions and 33 offices across Australia.
- Liaised between the legal and IT teams to prepare reports, amend processes and develop plans through to deployment.
- Assisted in the management of intranet using the Sharepoint system and managing the knowledge database through Mattershpere.

Maddocks Lawyers; Paralegal

Mar 2017–Jun 2017

Melbourne, Australia

- E-discovery for a large-scale commercial dispute.
- Assisted with discovery including issue coding, privilege and relevancy using document management systems.
- Drafted a case manual and implemented a discovery
- Assisting with preparation and editing of witness statements before trial.

Herbert Smith Freehills; Disputes Analyst

May 2015–Feb 2017

Belfast, Northern Ireland

- Assisting in the discovery process for commercial legal dispute from a variety of clients across finance, government, infrastructure and energy sectors.
- Drafting and editing witness statements, compiling chronologies and assisting senior solicitors on cases.
- Assisting in a variety of ad hoc tasks preparation for trial

International Centre for Missing and Exploited Children,

Jun 2013-Aug 2013

Legal Research Intern

Washington DC

- Conducting focused research on domestic anti-trafficking legislation in ten countries.
- Drafting a chapter on current international trafficking law for the Centre's global review.
- Working with a diverse team of lawyers, practitioners and police to develop best practice guidelines for the prevention of Internet facilitation of child sex trafficking.

EDUCATION

Master's Degree

2013 - 2014

LLM International Human Rights Law (cross border) - Commendation

Queen's University Belfast and the Irish Centre for Human Rights NUI Galway

- Awarded a full postgraduate scholarship from the Centre for Cross Border Studies.
- Completed a 20,000 dissertation entitled 'Policies for the Protection from International Crimes since the Rwandan Genocide'.

Undergraduate Degree

2010 - 2013

BA Legal Studies, Sociology and Political Studies - First Class Honours 1.1

NUI Galway, Ireland

- Awarded a second year scholarship for Academic Excellence from the School of Sociology and Political Studies.

OTHER ACHIEVEMENTS

- Elected as PRO of the Law Society in NUI Galway.
- Elected as Postgraduate representative to the Law Societies Charity Committee in Queen's University.
- Received three 'Alive' certificates for volunteering during each year of my undergraduate degree.
- Active member of the Washington Ireland Programme's alumni organisation.
- Represented Foróige on the National Youth Council of Ireland's advisory group on global justice and development issues.

References available on request