**Olesea Bargan** 087 960 5890 | [oleseamb@yahoo.com](mailto:oleseamb@yahoo.com)

**Introductory Profile**

Critically minded master’s degree graduate with skills in legal and academic reasoning (including logical analysis and problem solving). Combined communication and relationship-building strengths to facilitate successful negotiations; consulted and presented at all levels while articulating complex legal terminology in accessible formats during industry placements. Analysed and evaluated data from diverse sources while identifying ambiguities and creating coherent and persuasive arguments.

* Managed legal research; studied interviewing and advising, writing and drafting and advocacy.
* Gained skills to structure client interviews while utilising listening and questioning techniques.
* Cultural awareness, global mind-set and multilingual skills gained via European experience.
* Identified and synthesised data while analysing and resolving legal problems and litigation.

**Core Competencies**

Organisation and Planning | Critical Thinking | Mediation | Case Management | Client Engagement

Commercial Awareness | Interpersonal Communication | Tact and Diplomacy | Legal Databases

Relationship-Building | Team Collaboration | Compliance Monitoring | Presentation | Legal Research

**Education and Qualifications**

**Dublin Business School, Ireland 2016**

**Diploma Legal Studies**

**University of Sorbonne, France 2015**

**Master of Laws (LLM) International Business Law**

**University of Bucharest, Romania 2008**

**Bachelor of Laws (LLB) General Law**

**Professional Experience and Achievements**

**Fieldfisher, Dublin 11.2020 – Present**

**Paralegal**

Play key role overseeing timely management of a caseload of claims relating to financial services providers alongside a multidisciplinary team at this progressive and innovative law firm. Gather, analyse and assimilate data and evidence to build robust case strategies. Understand and articulate client needs and expectations for translation into case management plans.

**Key achievements**

* Managed ad-hoc administrative functions, including letter drafting and collation of briefs.
* Sensitively engaged with complainants and financial organisations in relation to claims.
* Maintained receptiveness to new and emerging developments in law and legislation.
* Gathered and analysed documentation to identify and report on potential data breaches.
* Meticulously evaluated and mitigated risk and management of litigation.

**Professional Experience and Achievements continued**

**Microsoft, Dublin, Ireland 07.2019 – 11.2020**

**Content Validation Assistant**

Managed “*Right to be Forgotten / Right to Erasure*” cases associated with claims for Bing’s search engine data deletion; scrutinised legal data and analysed EU Court decisions to balance individual privacy rights with public interest.

* Developed knowledge surrounding General Data Protection Regulation (GDPR) legal frameworks.
* Advised and guided Partners and Developers regarding content validation questions.
* Facilitated prompt resolution of mitigation of complex policy issues.

**Google AdWords, Dublin, Ireland 07.2017 – 07.2019**

**Content Reviewer**

Extracted website content, including features, benefits, services and products to identify keywords; displayed versatility and a flair for adaptability to satisfy ever-changing demands:

* Improved staff performance having coached and supported new starters on content extraction best practices.
* Embedded compliance with internal policies while verifying quality of staff output.

**Fitzsimons Redmond Solicitors, Dublin, Ireland 10.2015 – 04.2016**

**Legal Assistant – Internship**

Gained invaluable experience within one of Dublin's most respected law firms; oversaw legal administration and research

* Identified data sources, delineated data, executed analysis, and presented findings to establish an accurate depiction of legal precedent and facilitate evidence-based decision-making.
* Critically evaluated legal issues; recognised for an enquiring mind-set, objective decision-making abilities and solid research skills.

**Euroset, Bucharest, Romania 2008 – 2012**

**Assistant Manager**

Led, motivated and provided strategic direction to a multifaceted team while embedding a culture of service excellence; organised workloads and balanced often conflicting priorities:

* Demonstrated a positive response to pressure in a fast-paced and service-driven environment.
* Consulted with clients to delineate their requirements and promote tailored solutions.

**Certifications**

**Law Society of Ireland**

**The Final Examination – First Part (FE-I) Entrance Examination**

**Other Information**

**IT Skills:** Microsoft Office Suite (Word, Excel, Access and PowerPoint) | Adobe Creative Suite

**Languages:** Native Romanian | Fluent English / French | Advanced Russian