**Olga Holban**

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| **Education** |  |
| **September 2013 – June 2017** | **TRINITY COLLEGE DUBLIN DUBLIN IRELAND**  **Bachelor in Laws (LL.B.)**   * Final year law Student with excellent results to date – Awarded upper second class honours (2.1) in first, second and third year. * Active member of the Law Society in Trinity College and involved in organising various social events and trips abroad to Budapest, Berlin and Barcelona. * Volunteering –Bridge21 Programme – Mentoring a group of students from Loreto College Crumlin from September 2014 to date. Tutoring them in various subjects including Maths, English and History. I will continue to mentor them throughout their 2nd level education and encourage them to pursue a career and go to college. |
| **September 2007 – June 2014** | **LORETO COLLEGE CRUMLIN DUBLIN IRELAND**   * Achieved excellent leaving certificate results, completed nine leaving cert subjects all at higher level, including A grades in both History and English, overall points of 535. * Captain of school debating team – Captained the school debating team at School Debates throughout my six years in Secondary School and led my team to win at a number of intra school debates. * Each year I represented Loreto at a number of athletics events, including cross-country relays and long distance runs winning bronze and silver medals at a number of inter-school athletics events. |
| Experience |  |
| October 2014 – present | **SHELBOURNE PARK GREYHOUND STADIUM DUBLIN IRELAND**   * Waitress - Responsible for serving customers, handling payments, liaising with kitchen staff and co-workers to ensure customers are provided with an efficient, responsive and friendly service. * Promoted to position of customer liaison manager/hostess – Responsible for welcoming customers, handling all customer requests, ensuring customers are satisfied with service, handling any customer complaints in a professional and friendly manner. |
| May 2016 – August 2016 | **O’LEARY MAHER SOLICTORS DUBLIN, IRELAND**   * Intern – court attendances, * Assisted with various tasks throughout my time there such as correspondence with clients and answering phone calls. * Drafted and delivered subpoenas, typing tapes and sending the letters. s * Sending title deeds and schedules to the banks and corresponding with them until we were released from undertakings. |
| **January 2008 - September 2013** | **THE FISH BAR TAKE AWAY DUBLIN IRELAND**   * Assisted with the operation of the takeaway business including opening and closing the store, counting money received at the end of business hours, processing various payments for in-store purchases. * Assisted with managing accounts of business – Maintaining account books, inputting figures and balancing accounts on a weekly basis, liaising with the accountant in relation to the accounts on a monthly basis. * Gained a significant understanding in relation to the work involved in running and maintaining a small business. |
| **Interests** |  |
|  | * Languages – I am fascinated by different languages and cultures. I am bilingual as I speak English and Romanian fluently. I also speak Russian, French and Irish at an advanced level. * Art –I am a creative person and I partake in all types of art in particular painting and sketching portraits of people and nature. * Volunteer with the shadowing programme - Assisting secondary school students to gain a hands-on understanding of university life by guiding them around the university campus. * Health and fitness – I am interested in all aspects of health and fitness. I visit the gym regularly, and enjoy running, swimming and football. I participated in a 1.5km running competition in which I came 2nd. * Travel – I love to travel I enjoy visiting different countries such as Egypt, Tunisia, Spain, Ukraine, Romania, Germany, Russia, USA and the Canary Islands. |
| **Referees** |  |
|  | Neville Cox Paul Maher  Professor Solicitor  School of Law 191 Howth Road  Room 28, House 39 Killester  Trinity College, Dublin 2 Dublin 3  01-8961350 0879874090  [ncox@tcd.ie](mailto:ncox@tcd.ie) [paul@olearymaher.ie](mailto:paul@olearymaher.ie) |