**Profile**

I am a motivated and ambitious First Class Honours graduate of the BCL (International) degree programme at University College Cork. I am applying for the Trainee Solicitor Programme, as advertised on your website.

**Education**

**Third Level**: University College Cork – Bachelor of Civil Law (International) 2013-2017

|  |  |  |
| --- | --- | --- |
| **Overall** | **First Class Honours** |  |
| **Year 4** | **First Class Honours** | Law of Equity I – 1H; Law of Equity II – 1H; Banking Law – 1H; Sports Law – 1H; Family Law – 1H; Company Law I – 1H; Company Law II – 2H1; Contemporary Issues in Corporate Law – 2H1; Jurisprudence – 2H1; Employment Law – 2H2; Skills: Moot Court – Pass (pass/fail module) |
| **Year 3**  ***(Université de Montréal)*** |  | Intellectual and Industrial Property – A+; Common Law Aspects of Commercial Transactions – A+; Legal Practice in Canada – A; The Appeal Procedure – A; Western Legal Systems – B; E-Commerce Law – C+; International Contracts – C+ |
| **Year 2** | **2H1** | Law of Tort I – 2H1; Law of Tort II – 2H1; Commercial Law – 2H1; ECHR – 2H1; Property Law – 2H1; EU I – 2H1; EU II – 2H1; Revenue Law – 2H1; Skills: Group Work and Presentation – Pass (pass/fail module) |
| **Year 1** | **2H2** | Threshold French - 1H; French for Reading Purposes – 2H1; Constitutional Law I – 2H1; Contract Law – 2H1; Criminal Law 2H2; Constitutional Law II – 3H; Introduction to Legal Systems – 3H; Skills: Legal Research and Writing – Pass (pass/fail module) |

**Secondary School:** Hewitt College, Cork 2011-2013

Scoil Mhuire, Cork 2007-2011

Leaving Certificate: 540 points (Higher Level - English A2; French A2; Business A2; Biology A2; Accounting B2; Mathematics B3)

**Employment and Work Experience**

**Eversheds Sutherland Ireland, *Earlsfort Terrace, Dublin* –** Legal Intern **–** Litigation & Dispute Resolution

July 2017 – October 2017

* Drafted and issued Circuit Court proceedings
* Instructed counsel for cases nationwide, prepared legal packs and briefed counsel on key aspects of each case
* Created templates and processes, which were saved and circulated to other team members
* Added to and maintained up-to-date databases on case management, billing and knowledge
* Communicated with the client’s in-house legal team
* Corresponded with lay litigants
* Trained new members and monitored their progress

**Ronan Daly Jermyn Solicitors, *International House, IFSC, Dublin 1* –** SummerIntern – Litigation

June 2017

* Prepared case briefs and conducted research on multiple cases
* Assisted Trainee Solicitors and Solicitors with day-to-day management of cases and files
* Undertook general office administration tasks
* Collaborated effectively with all staff

**The Chocolate Shop, *The English Market, Cork –*** Retail Administration Assistant

Part-Time 2015, Summer 2014

* Provided advice and guidance to customers
* Designed displays for shopfront
* Trained and managed new employees
* Liaised with suppliers
* Handled cash and balanced the register at close of business

**Daly, Derham, Donnelly Solicitors, *Washington Street, Cork*** – Intern

Part-Time 2014, Transition Year 2010-2011

* Attended interviews with clients
* Attended Court with solicitors and assisted in preparation
* Responsible for a range of administrative tasks

**Volunteer Work**

* Fundraising for Marymount Hospice, Curraheen, Cork
* Charity Runs for Chernobyl Children International
* Fundraising and charity runs for Barretstown

**Achievements**

* UCC Law Society
  + Registration Officer for the UCC Law Conference 2014. I took responsibility for identifying and meeting potential sponsors of the conference, many of whom have continued their sponsorship since. I also prepared the registration packs which were distributed to every attendee of the conference.
* ‘Know Offence’ Campaign 2015
  + Committee member of the ‘Know Offence’ Campaign 2015, the objective of which was to bring awareness to issues of sexual violence in UCC.

**Interests**

* **Ballet:** I studied ballet from a young age, completing yearly exams and participating extensively in annual performances.
* **Field Hockey:** I have played field hockey for many years, representing both school and club (as captain). I have also been involved in coaching the younger members of the club.
* **Running:** I am a keen runner and fitness enthusiast. I completed my first half-marathon in April 2016, and am currently training for my first marathon.
* **Cookery and baking**: I am a proficient cook and baker, and I hope to complete one of the Ballymaloe Cookery Courses in the future to improve my skills.
* **French culture**: I have a keen interest in French language and culture. I have an advanced written and oral level of French. I spent several months in France during Transition Year and spent the third year of my undergraduate degree in the University of Montreal, Quebec.

**Skills/Attributes**

* **Leadership:** I have adopted a leadership role in many areas of my life. For example:
  + University - I acted as project leader in several group projects
  + Sport – I was elected as team captain for my hockey team
  + Work experience – I took responsibility for training new members of the team/employees and monitored their progress. In Eversheds Sutherland, I updated templates and process which were adopted and circulated to other team members.
* **Communication/Interpersonal:** My communication skills are excellent, which have been developed by my work experience to date, and I really enjoy working as part of a team, including in my extra-curricular activities and through group projects in college.
* **Organisation**: Having worked as an intern in a high volume litigation department, I am used to working to tight deadlines and managing my time as effectively as possible, while still maintaining high standards.