**Rachel Coady**

**Garryhinch, Portarlington, County Offaly**

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**PERSONAL PROFILE**

I am a final year LLB Law with Economics student at the University of Limerick. I have a great passion for my college course, and I enjoy learning new skills that will aid me in working in a legal or business environment. I have worked for five years as a waitress in a busy restaurant where I learned how to communicate with the public and work as part of a team in a fast-paced environment. I was also positioned as a legal intern on the property, planning, environmental and employment law team in the Electricity Supply Board which is one of the largest in-house legal teams in Ireland. I pride myself on being an ambitious and highly motivated individual with an eagerness to learn and develop new skills as I progress in my legal career.

**EDUCATION**

**LLB Law Plus with Economics     2017- Present**

University Of Limerick

Current QCA: 3.2

**Results of Core Law Modules**

|  |  |
| --- | --- |
| Contract Law | A1 |
| Criminal Law | A2 |
| Constitutional Law | A1 |
| Law of Torts | B2 |
| Land Law | A1 |
| Law of the European Union | To Be Completed |
| Equity and Trusts | To Be Completed |
| Company Law | To Be Completed |

I have completed a wide variety of elective modules during my undergraduate degree, some of which include; intellectual property law (A2), commercial law (B1), criminal procedure (B1), contemporary issues in the global economy (A2) and macroeconomics (A1).

**Leaving Certificate                             2011- 2017**

Ardscoil Rath Iomghain, Rathangan, Co. Kildare

Points achieved: 496

**WORK EXPERIENCE**

**Electricity Supply Board, House 40 Merrion Square, Dublin 2. May 2019- January 2020**

**Legal Intern (Cooperative Placement)**

* I was actively involved in the sale and acquisition of large commercial properties.
* I partook in regular client meetings regarding internal company projects.
* I worked and communicated with the Property Registration Authority in relation to queries of rights of way regarding substation sites.
* I attended the Four Courts on a weekly basis to gather information on recent environmental law case developments.
* I prepared briefs on behalf of counsel for court appearances.

**Portarlington Golf Club, Co. Offaly**

**The Thatch Restaurant at the Heritage Resort Killenard, Co. Laois**

**2015- Present**

**Waitress/Barista/ Barwoman**

* Responsible for overseeing all table service both indoors and outdoors at weekends.
* Serving and attending to the needs of customers at the coffee station, café, restaurant and bar area.
* Dealing with all customer queries in a professional and efficient manner to ensure customer satisfaction at all levels of the business.
* Taking bookings, contacting society groups in relation to golf outings and managing the till.
* Preparing for and hosting large functions such as weddings, golf societies, fundraisers and funerals.
* Managing different sections of the restaurant to ensure all tables are assisted and served.
* Training new members of staff and delegating tasks to junior members in busy situations while equally receiving instructions and advice from my manager.

**SKILLS**

* I have gained excellent leadership and organisational skills from my experience of training new staff and delegating tasks to junior employees.
* I have a strong ability to work in a fast-paced challenging environment with my colleagues as I believe all challenges can be overcome with a positive team mentality.
* I have developed excellent customer service and communication skills both face-to-face and over the phone since my co-operative placement where I gained valuable experience handling client queries in a professional and efficient manner.
* I am a very flexible person and I have the ability to adapt quickly to new situations.
* I am accustomed to using my initiative to identify tasks to be completed and to prioritise tasks according to importance.
* I am willing and able to receive instruction and constructive criticism in the workplace.

**INTERESTS & ACHIEVEMENTS**

* Chosen to be a Meitheal Leader as part of the Kildare Diocese “Meitheal” Programme in my secondary school in 2017.
* Awarded Student of the Year in fifth year 2015/2016.
* Awarded a full Gaeltacht scholarship in both 2012 and 2016.
* Awarded the Bronze Gaisce President’s Award in secondary school.
* Keen interest in travel and music.

**REFERENCES**

Mr Gerard Daly, Mr John Muldowney,

Senior Property Solicitor, The Manager,

The Electricity Supply Board, The Thatch Restaurant,

House 40 Merrion Square, The Heritage Resort,

Dublin 2. County Laois.

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