
Roisin Smythe

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Annvill, Forge Road
Enniskerry, Co. Wicklow

EDUCATION

University College Dublin, Ireland

2012 - 2017

Bachelor of Civil Law (Hons)

Expected: Second Class Honours

Subjects Stage 4: Evidence (B), International human rights (B+), Media (B-), Matrimonial (B)

Subjects Stage 3: Environmental (C+), Alternative dispute resolution (B+), Equity (D), Family law (B-),

Jurisprudence (C+)

St Laurence College, Ireland

2010 - 2011

Leaving Certificate

Subjects: English (B2), Business (B2), Economics (C2), Classical Studies (A2), Agricultural Science (D1), Religion (B3), Mathematics (OL C3)

WORK EXPERIENCE

Relic Homes, London, United Kingdom

June 2015 - August 2015

Summer Intern

- Relic Homes design and build luxury homes in exclusive locations across the UK and Ireland. The company is both a developer and contractor of premium residential developments. I joined Relic Homes Legal Department for 3 months, working as an intern. My role involved assisting the head of the department in employment matters, litigation and some property work. Set out below are examples of tasks I undertook during my internship:
 - Reviewing employment contracts under the supervision of my manager.
 - Drafting tenancy agreements.
 - Obtaining email correspondences, copies of contracts and purchase orders for dispute resolutions.
 - Photocopying, filing and mapping out property developments.

Powerscourt Hotel, Wicklow, Ireland

July 2014 - March 2015

Waitress

- Powerscourt Hotel is one of Ireland's most luxurious 5 star hotels, located in Enniskerry, Co. Wicklow. I worked in the hotel as a part time waitress during my second year in college in order to support living and college expenses. As a waitress I was responsible for the following roles:
 - Providing high standards of customer care to clients during their stay.
 - Serving food and beverages.
 - Catering for events of up to 500 people.

Abercrombie & Fitch, College Green, Dublin, Ireland

June 2010 - August 2011

Sales Assistant

- Abercrombie is an American based global retailer and wholesaler of fashion clothing and accessories. During my time in Abercrombie I engaged in the following roles:
 - Providing customer care to customers.
 - Maintaining stock and replenishing the shop floor after close of business.
 - Working as a cashier and completing cash ups.

ADDITIONAL SKILLS AND ACHIEVEMENTS

SKILLS

- Communication: During my Relic Homes internship I developed excellent communication skills when liaising between contractors, clients and management.
- Teamwork: During my time at Abercrombie I helped our team accomplish set group based targets.
- Work Ethic: I have an unrelenting work ethic that is transferable to any role of employment.
- Languages: English (Native), Spanish (Elementary), French (Elementary).

INTERESTS AND ACHIEVEMENTS

- Running: I trained and competed in the London Marathon.
- Charity work: I partake in the carol service for sing for Simon annually.
- Student legal service: I am an active voluntary member of the student legal service at college.