**Rosalyn English**

**Personal Information**

Date of Birth: 26/01/1995

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**Education**

* University: 2013 – date Business and Law, UCD (4 year degree course)

 1st year 2:1 Honours

 2nd year 2:1 Honours

 3rd year 2:1 Honours (Dec. 2015)

 3rd year currently on Erasmus in

 Université de Rouen, France

* Secondary Schools: The Institute of Education (2012-2013)

 Mount Anville Secondary School (2008-2012)

**Work Experience**

 **Intern in Anthony Joyce & Co. Solicitors**

* Summer 2015 – Worked in the conveyancing area

I worked alongside graduate trainee solicitors in the firm in the residential conveyancing area. I learned the firm’s process of completing post sale files. This involved me sourcing documents and making payments, then forwarding the necessary information to other solicitors in order for Anthony Joyce & Co.’s undertakings to be discharged. In addition, I wrote several articles suited to the ordinary reader on legal topics such as licensing, the process of making a catastrophic injury claim and the PTSB tracker mortgage scandal which was very topical at the time. I also got experience preparing affidavits.

* Summer 2014 - Worked in the Debt Solutions department.

I worked in the Debt Solutions department, gaining practical experience in the area of personal insolvency and residential conveyancing. I was responsible for sourcing documents from various bodies such as the Revenue, estate agents and clients to prepare and finalise submissions to the clients’ banks. I learned how to use the CORTBase software.

**Waitress in TGI Friday’s Dundrum**

* Worked from October 2013 to December 2015 as a waitress.
* As a waitress, I was tasked with ensuring guest satisfaction. This involved taking orders, clearing and setting tables, serving food and beverages to the guests. I was responsible to take action to correct any problems that arose during the guests’ visit, whether the solution involved dealing with the kitchen or management.
* Gained invaluable people and communication skills, as well as the ability to work efficiently in highly pressurised situations.
* Working with colleagues in a busy environment has broadened my team working skills.
* Previously worked as a door host in the same restaurant.

**Achievements and Interests**

* **Negotiation**: Semi Finalist in the UCD Student Legal Service Negotiation Competition 2015. Gained an invaluable insight to the art of negotiation. As this competition involves having a partner, I further developed my team working skills. I also gained an insight into the importance of taking all factors of the negotiation situation into account when trying to reach an agreement, such as the clients’ wishes as well as legal ethics.
* **Law Forum**: Class Representative 2013-2014 for the Law modules in my course. I had the responsibility of ensuring my peers can communicate their thoughts or issues with modules to the Law Coordinators in UCD.
* **UCD Student Legal Service**: Participating in giving student legal clinics to students with law issues, as well as being on the Student Legal Convention Committee 2015.
* **Mooting**: Participated in the Cecil Lavery Mooting Competition in UCD. Here, I worked with my teammate to prepare written submissions and then orally present said submissions to the opposing counsel in front of a judge.
* **Debating**: Reached the quarter final of the James Joyce Maiden’s debating competition in UCD. This competition is run for students who have never debated at Third Level before. Having never debated before this at all, I really developed my public speaking confidence and ability through participating in this weekly event.
* **St Vincent de Paul**: Active member in the SVP society in UCD, participating in soup runs for the homeless.
* **Hockey:** Team member of Hermes Hockey Club since Primary School.
* **Full clean Driving Licence** (obtained 2012 and accident/incident free).
* **Travel**: Strong interest in travelling. I thoroughly enjoy meeting new people, especially those from different cultural backgrounds with different lifestyles. In recent years, I have been to the USA, Middle East and Far East (Cambodia, Sri Lanka, Vietnam, Hong Kong).
* **ECDL**: Full computer licence achieved.

**Other Achievements**

**2012** Captain of the Mount Anville Senior 1 badminton team.

**2011** Obtained the Bronze Gaisce award.

**2011** Irish Red Cross first-aid 3 day course certificate

**2010** Trained and assessed by the Royal Life Saving Society for the Bronze medallion including life support, water based rescue skills and an understanding of water safety.

***References available on request.***