**Sadhbh Kelly-Grealy**

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**SUMMARY**

I am a fiercely ambitious Corporate Law graduate who has exhibited dynamism as well as natural leading skills in every area of my school and college life. I am ready and determined to give one hundred percent commitment to my traineeship, in an environment that I am confident will allow me to reach my full potential.

**EDUCATION**

**Present**: Passed FE1 Examinations in Criminal Law and Equity in March, Currently Studying for the remainder.

**2016-2020:** Bachelor of Corporate Law, NUI Galway, 2.1 (69%).

**2010-2016-** Coláiste Iognáid, Sea Road, Galway, 520 Leaving Certificate points.

**WORK EXPERIENCE**

As my degree did not consist of placement within a firm, I do not have any work experience in legal practice. I am however, a fast and ardent learner.

**Present:** Self Employed, Property Manager.

My part time job is now somewhat of a property manager. I rent two properties from local landlords and sub-let them as holiday properties on platforms such as Air BnB and booking.com, managing all aspects of the operation independently form the owners of the property. Working in this capacity was initially something I had decided to try in addition to working in Brown Thomas, however, when it became increasingly busy I decided to move into this role full time. It has offered me a great deal of flexibility and independence which has aided me tremendously by allowing me more time to study for my FE1 examinations.

My key responsibilities are:

* Co-ordination with guests as to booking details.
* Management of cleaning staff.
* Keeping of financial accounts.

**2016-2020:** Style Consultant, Brown Thomas & Co, Galway

Brown Thomas & Co is a luxury retailer, with operations in Ireland, England, Holland and Canada. I am, by nature a very loyal person and loved working within the same organisation for the entirety of my degree. It enabled me to become extremely knowledgable as to the practices and operations of the business, and taught me the importance of trust and commitment between employee to employer.

My key roles as a style consultant were:

* Assisting customers and ensuring they leave the store eager to return.
* Level three refund dispute employee- consisted of dealing with customer issues concerning the refund or exchange of items.
* Training new employees in operations and general sales techniques.
* Played a leading role in the setting up and curation of the stores social media presence.

**CHARITABLE ACHIEVEMENTS**

* After the sudden loss of my close friend in 2017, I decided to channel some energy into something that would provide solace for her family and families who had lost children generally. The product of my efforts is a large charity ball held on New Years Eve in Galway called ‘Sophie’s Ball’. To date the event has raised over €30,000 for various local charities in the areas of bereavement and organ donation, and is something I am extremely proud of . While intend to continue the ball for many years to come, due to the current climate the ball wont be going ahead this year. I am currently working on fundraising for the same charities in a manner consistent with COVID-19 guidelines.
* In the process of being vetted for a position as an over-the-phone ‘befriender’ for elderly members of the community with ALONE charity, and hope to be set up within the coming weeks.
* Click and Connect volunteer in Galway: I taught computer literacy skills to older adults who were not familiar with how to use a computer in my second year in NUIG. I taught basic skills such as how to use the computer itself, to using applications such as Skype and email.

**ACHIEVEMENTS & INTERESTS**

* I thoroughly enjoy mooting and debating. I recently completed a ‘Moot Court’ module as part of my studies in NUIG and took part in the NUIG mooting competition on February 1st.
* I was the secretary of the Law Society in NUIG between 2017-2018, which I thoroughly enjoyed and found extremely educational.
* I am an avid skier and love boxing and yoga.
* I am a keen reader and try my best to read one fictional, as well as one self improvement, book every month.

**KEY SKILLS**

* Familiar with researching documents and case histories- excellent command of legal databases such as Westlaw IE, Westlaw UK, Justis, Bailii etc.
* Ability to work in a fast paced environment as part of a team with excellent attention to detail.
* Polite and professional telephone manner.
* Tactful and articulate.
* Enthusiastic, driven, self-aware with initiative.
* Used to working to tight deadlines and managing time as effectively as possible, while still maintaining high standards.