

# Sarah Kavanagh



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## EXPERIENCE

### **Brightflag, Dublin — Legal Analyst, FEBRUARY 2021 - PRESENT**

As a legal analyst, I analyse and implement client billing guidelines and classified invoice data to improve AI accuracy on the analysis of their legal spend. I also generate savings and reports to highlight any breaches of these guidelines, and to highlight any inefficiencies in our client's legal spend.

### **SelfMade, New York — Business Development Executive, MONTH 20XX - MONTH 20XX**

SelfMade is a marketing partner leveraging technology and expertise to deliver effective growth solutions to drive revenue for ecommerce businesses. As a high-achieving member of the Sales Team, I identified, qualified and secured business opportunities.

### **United Nations, New York — Partnerships Intern, MONTH 20XX - MONTH 20XX**

The United Nations Office for Partnerships serves as a gateway for public-private partnerships in furtherance of the Sustainable Development Goals. Here, I assisted in the organization of UNV events, meetings and workshops with UN partners and other stakeholders with special focus on providing logistical, administrative and communications-related assistance to the operations of the bi-annual UNV Peace Operations Workshop.

### **Corlytics, Dublin — Legal and Regulatory Intern, MONTH 20XX - MONTH 20XX**

Corlytics is a risk focused financial and regulatory intelligence technology company and is a leader in the RegTech sector. Here, I monitored the activity of financial regulators with a view to analyzing and drafting reports of enforcement's, consultation papers, regulation changes, guidelines and other regulatory content.

### **Dublin Dispute Resolution Centre, Dublin — Administrative Assistant, MONTH 20XX - MONTH 20XX**

Co-ordinated with domestic and international clients to set-up customised and confidential matters of dispute resolution. Managed centre logistics through CRM software, operated AV systems and face to face client operations. Handled accounts administration on behalf of the Chartered Institute of Arbitrators.

### **Barron Morris Solicitors, Location — Intern, MONTH 20XX - MONTH 20XX**

Shadowed senior level solicitors internally and externally at client meetings and at the courts. Managed and organised confidential client information in the firm's database by recording and updating information with utmost discretion and in an efficient manner.

### **A&L Goodbody, Dublin — Law Start Participant, MONTH 20XX - MONTH 20XX**

Participating in the A&L Goodbody LawStart Programme, I had the opportunity to shadow a commercial solicitor in one of Ireland's biggest Intellectual Property firms. I gained insight into life as an Intellectual Property lawyer and availed of the opportunity to network with peers and professionals.

## EDUCATION

**Leibniz Universitat Hannover, Germany — *Masters of Law IT and IP Law*, 2022**

**Law Society of Ireland, Dublin — *FE-1 Examinations*, NOVEMBER 2020 - MARCH 2021**

Completed all entrance exams for the Law Society of Ireland. These function as the State law qualifying examinations and are the equivalent of the National Bar Exam for Solicitors in Ireland.

- Law of Tort
- Equity Law
- Company Law
- Contract Law
- European Union Law
- Property Law
- Criminal Law
- Constitutional Law

**Griffith College, Dublin — *Post Graduate Diploma in International Business and Law*, 2020 - 2021**

SECOND CLASS HONOURS PENDING

- International Intellectual Property Law
- Corporate Governance
- International Privacy and Data Protection Law
- International Financial Services Law
- International Commercial Law
- International Strategy
- Managerial Finance
- International Commercial Arbitration

**Dublin City University, Dublin — *Bachelor of Civil Law*, 2015 - 2018**

SECOND CLASS HONOURS

- Intellectual Property Law
- Public International Law
- Healthcare Law
- Advanced Contract Law
- Human Rights Law
- Genetics Law
- Equity & Trusts
- Constitutional Law
- Advanced Company Law
- The Irish Legal System
- Advanced Torts
- European Union Law
- Administrative Law
- Jurisprudence
- Legal Research
- Advanced Criminal Law
- Comparative Law
- Moot Court
- Advanced Property Law
- Dispute Resolution
- Law and Body Politics

**Marino College, Dublin — *Advanced Administration with Project Management*, 2011 - 2013**

SECOND CLASS HONOURS

## VOLUNTEERING AND ACHIEVEMENTS

- Prepared meals and packed food weekly with the Food Bank of New York City as part of the COVID-19 Response Volunteer Program (2020)
- Received Certification of Achievement from HarvardX for completing 'Introduction to Computer Science for Lawyers' (2020)
- Voluntarily assisted trained professionals in providing legal aid to students at Free Legal Advice Centre on-campus clinics (2017)
- Founder and Chairperson of the Dublin City University Feminist Society (2016)
- Active member of the DCU Law Society and the European Law Students Association (2016)
- Independently raised €800 for the Dublin Rape Crisis Centre in the VHI Women's Mini Marathon (2016)
- Volunteer Event Coordinator for the Five Lamps Arts Festival promoting arts development in disadvantaged areas in Dublin's North Inner City (2015)
- European Computer Driving License (2011)