

## **Sarah Mc Keon – Curriculum Vitae**

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### **SUMMARY**

BCL (International) graduate and current FE-1 candidate. Actively looking for a role in which I can expand my legal knowledge and further my career.

### **EDUCATION**

- |             |  |
|-------------|--|
| 2021 - 2022 | Law Society FE-1 Examinations <ul style="list-style-type: none"><li>• Property Law - 62%</li><li>• The Law of Equity - 57%</li><li>• Company Law - 54%</li><li>• The Law of Tort - 50%</li><li>• Criminal law - 60%</li><li>• European Union Law - 57%</li></ul> |
| 2021 - 2022 | University of Hong Kong <ul style="list-style-type: none"><li>• Certificate - Introduction to FinTech</li></ul>  |
| 2017 - 2021 | University College of Cork - BCL (International) <ul style="list-style-type: none"><li>• Erasmus at Charles University, Prague, Czech Republic</li><li>• Grade - 2:1 (66.9%)</li></ul>   |
| 2011 - 2017 | Mount Mercy College, Cork <ul style="list-style-type: none"><li>• Leaving Certificate Points - 510</li></ul>   |

### **CAREER**

#### **Data Analyst, KPMG Ireland**

**January 2022 – Present**

- While the nature of my role changes, it has involved tasks such as document collation, data entry and quality control, all within the realm of financial services.
- Due to the nature of my role I have had various training courses regarding banking institutions, loan agreements, and insolvency. Combined with the work itself, this has led me to becoming extremely informed on the area of financial services.
- I have taken on a supervisory role when the business needs required it ensuring the team was run efficiently.

**Waitress, The Barn Restaurant, Cork**

**March 2018 - January 2022**

- I was promoted from shop assistant at Sticky Fingers donut shop due to my exceptional customer service, made possible as both businesses have the same owner.
- I worked in close collaboration with colleagues to ensure that customers received an exceptional standard of service.
- I excelled in a fast pace and high pressure environment, ensuring that the high standards expected of me were upheld despite the added pressure.

**Board Member, UCC Sports Law Clinic**

**January 2021 - May 2021**

- Conducted research on cases in order to accurately resolve the client's queries in a timely manner. This involved reading various legal documents, as well as legislation and precedent relevant to the client's issue.
- Worked with colleagues to produce professional memos for the clients, which clearly and concisely summarised the relevant information.
- Developed my innovative skills by running the social media accounts and discovering new ways to increase engagement with these platforms.

**Contributing Writer, STAND News**

**January 2021 - April 2021**

- Conducted independent research on a broad range of topical issues.
- Wrote informative and engaging articles which were all published on STAND.ie.
- Collaborated with editors to ensure that high quality articles were produced.

**Call Centre Agent, Eir Call Centre, Cork**

**June 2019 - Sept 2019**

- Answered inbound calls courteously.
- Fully resolved any and all issues the customer might have had in a timely manner.
- Consistently met all weekly targets, ensuring efficiency.

**ACHIEVEMENTS AND INTERESTS**

- UCC Ultimate Frisbee Women's team captain for 2020/21.
- Passed the Advanced Westlaw Certification test, issued by Thomson Reuters.
- Currently working to get my level of French to full professional proficiency, as I currently have a limited working proficiency.
- Volunteered with the Hope Foundation, which involved fundraising and going to Calcutta, India.

**REFERENCES**

Available on request.