

# Sarah O' Flynn

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## Summary

A knowledgeable and dedicated final year law student with a previous internship working in the areas of Corporate, Commercial, Litigation and Real Estate. Proficient in deep and accurate research with a quick turnaround. Seeking an opportunity to gain further experience.

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**Education: Bachelor of Civil Law degree (BCL Clinical) University College Cork 2017-present**

## Final Year Modules:

Privacy and Data Protection Law	Employment Law
Advanced Constitutional Law	Medical Law and Ethics
Law of Equity	Company Law 2
Jurisprudence	Contemporary Issues in Corporate Law
Company Law 1	Moot Court

**Third Year Summer Examinations Result:** Pass (Pass/Fail mark)

## Second Year Summer Examinations Results:

Business Ethics (67%)	Law of Evidence 1 (56%)
Economic Law of the EU (66%)	International Human Rights (51%)
The Law of Property 2 (65%)	Commercial Law (46%)
The Law of Evidence 2 (60%)	Law of Property 1 (46%)
Family Relationships Law (57%)	Clinical Legal Skills (Pass)

## First Year Summer Examinations Result:

Law of The European Union (69%)	Law of Contract (58%)
Foundations of the Legal System (66%)	Tort 2 (58%)
Constitutional Law (60%)	Criminal Law (48%).
Tort 1 (58%)	Legal Research and Writing (Pass)

**Limerick Tutorial College (Secondary Education) 2016-2017** Total points :484/600

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## Legal Work Experience:

**2/9/19- 29/5/20 Clark Hill Solicitors, 8-34 Percy Place, Ballsbridge, Dublin 4**

- Assemble briefs, booklets of motion papers, Affidavits, Notices of Motion and filing them in the four courts. This has familiarised me with key documents and the court's system.
- Filing for solicitors including being copied in their emails and ensuring they were attached to the relevant files as well as uploading the files on Legal Evolve.
- Research for different matters online and calling different offices to gather information.
- Attend meetings and court cases to take notes and memos for relevant files.
- Attend Mediations.
- Fill out various forms on the CRO website.
- Get documents sworn.
- Schedule title deeds and attend property closings.

**Other Experience:****11/7/18-18/8/19 Mann's Ballintemple Inn**

- Supervise and communicate with a team of 9 waiters in a busy working environment ensuring teamwork is always a priority.
- Liaise with customers on a regular basis to plan events and arrange complaint resolution.
- Ensure opening procedures are carried out correctly and efficiently.
- Train new employees.
- Manage in a fast paced, busy environment where long hours are required, as work is a minimum of 28 hours each weekend and the restaurant can seat over 300 people.

**5/7/17-13/4/18 Newcastle west Tyres**

Paying attention to detail in bookwork to ensure accuracy and correct numeracy.

- Developing in house relationships with co-workers and managers.
- Commercial awareness into the wider business context, continually motivated to improve knowledge and skills.
- Driven to process large volumes of work in a timely manner.
- Improved filing systems for the company.

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**Skills/Achievements:****Technical Skills:**

- Microsoft word, Microsoft Powerpoint, Lexis, Bailii, Westlaw, Justis, Just Cite, Quickbooks, Legal Evolve, Keyhouse, Outlook.
- Ability to type quickly.

**Leadership:**

- 2018-2020 Clinical Law class rep- organised meetings and social events.

**Voluntary work:**

- Member of FLAC- attending mock clinics where skills are developed in relation to real life situations and how to properly give advice.
- SUAS paired reading and mentoring volunteer for disadvantaged primary schools.

**Awards:**

- Bronze Gaisce Award.
- Grade 5 violin certification.
- Grade 1 piano certification.

**Sport:**

- Kickboxing in UCC
- Green belt with blue stripe in Tae Kwon Do.
- Horse riding.

**Additional certification:**

- Manual handling, Fire safety, basic first aid, basic lifesaving, safe food for life courses, Full driver licence.

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**References:** On Request