

# SHANE FITZPATRICK

Thurles, Co. Tipperary 🏠  
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## PERSONAL PROFILE

I am currently a paralegal with ByrneWallace LLP, and recently qualified with a 2:1 Law Plus (Law W/History) Degree. I am highly motivated, and I complete all tasks to the best of my abilities and in a timely manner. I have also attached information on my results to date along with additional particulars on my expertise with regards to several aspects which I feel will make a good addition to your workplace. Thank you for taking the time to read my C.V and I hope to hear from you soon.



## EXPERIENCE

### Paralegal | ByrneWallace LLP

DATES FROM JUNE 2022 – PRESENT

**Administrative Duties:** Carried out multiple administrative duties for the Firm's Infrastructure, Construction and Energy team. This involved working closely with many partners, while also requiring a basic knowledge of multiple legal processes and documents.

**Research:** Carried out regular legal research for fee earners in my department on many topics.

### Sales Assistant | Centra

DATES FROM JUNE 2021 – JUNE 2022

**Customer Service:** I aim to showcase a positive attitude and deal with customer queries in an efficient and professional manner.

**Shelve Merchandising:** I ensure that all areas of the store are presented to the highest of standards, both in terms of stock level and overall presentation.

### Tote Operator | Thurles Greyhound Stadium

DATES FROM JUNE 2019- TO AUGUST 2020

**Betting:** Required to understand the range of bets in order to deliver satisfactory customer service, which included processing customer bets during a race night using the tote betting system and providing relevant updates to customers such as non-runners or potential winnings.

### Fresh Produce Assistant | Dunne's Stores, Thurles, Co. Tipperary

DATES FROM NOVEMBER 2019 – TO DECEMBER 2019

**Maximising sales and providing excellent customer care.** Constantly working to develop and increase sales under the supervision of the Shop Manager.

## **Exam Invigilator | C.B.S Thurles**

DATES FROM JUNE 2019

Supervised one student for his Leaving Cert Exams, ensuring all proper procedures were followed. Responsible for delivering the correct exam papers and scripts before and after the exam.



### **SKILLS**

- Extensive **Microsoft Office** knowledge.
- Proficient in creative writing.
- Basic German Language.
- I am highly motivated and eager to learn and contribute wherever possible.



### **ACTIVITIES**

- Member of my local G.A.A club Thurles Sarsfields who I played with until I was 19.
- Intermediate level guitar player with a keen interest in many different genres of music.
- Member of the Law Society in the University of Limerick.
- I frequently go to the gym to help with maintaining a healthy lifestyle.



### **EDUCATION**

#### **Law Plus with History | University of Limerick**

DATES : 2018 – 2022

**CURRENT QCA/GRADE : 3.18 (2.1)**

**Modules studied:** Contract Law, Criminal Law, Media Law, Commercial Law, Tort Law, Constitutional Law, Land Law, Housing Law, Crime and Criminal Justice, Medical Law, Jurisprudence, Comparative Legal Systems, Sport and the Law, Company Law, Law of Equity and Trusts, EU Law. Also, a range of History modules.

**Final year research project:** Capital Punishment in the developed and developing world. History and analysis.

#### **Leaving Certificate | C.B.S Thurles**

DATES FROM 2016 – 2018

477 points.

### **REFERENCES**

References available on request.