**Sharon Meaney**

36 Nash Street Mobile:  (087) 659 8462

Inchicore Email: sharonmeaney21@gmail.com

Dublin 8

**Education & Qualifications**

**(Sep 14 – Sep 15) University College of Dublin**

**LLM International Commercial Law** (2.1 honours 3.5 GPA)

* Corporate Governance (A-), Media Regulation (B+), Economic Torts (B+), International Finance (B+), International Commercial arbitration (B+) and insolvency law (B+).
* Individual and team assignments on diversity in the boardroom (A-), Internet privacy, passing off, unfair competition, security interests and priority, court characterization of charges and retention of title (A-).
* Dissertation topic: Article 80 of the Data Protection Regulation and its effect on ‘The right to be forgotten’ (B3)

**(Sep 10 – May 14) University of Limerick**

**LLB Law Plus** (2nd class honours Grade 2)

* Law and Psychology (4:1)
* Company Law, Constitutional Law, Law of Contract, Criminal Law, European Union Law, Equity & trusts, Property, Law of Torts.
* Module of ADR – negotiation, collaborative law, mediation, arbitration.
* Research article on financial assistance for purchase of shares – B1.

**FE-1 Candidate**

* Company Law (54%), Equity & Trusts (52%), Property Law (50%)
* Pending Results: Tort Law, Criminal Law & Contract Law

**Work Experience**

**(Oct 2015 – present) Debt Recovery Department at Ivor Fitzpatrick and Company Solicitors, 44-45 St. Stephen’s Green, Dublin 2**

**Legal Executive**

* Current position within A.I.B. Team
* Take direction from/co-operate with client upon dealing with individual files
* Consult with Defendants, Defendant’s Solicitors & Financial Advisors regarding High Court cases parallel to ‘without prejudice’ settlement proposals
* Successfully negotiated 3 substantial settlement deals within the last month
* Assist in drafting and reviewing legal documents such as Ex-Parte Applications & Affidavits - adhere to recent drafting requirements by the Master of the High Court due to the recent decision of *Ulster Bank v O’Brien*
* Advanced level of PC skills and of Solcase Database

**Legal Executive**

* Previously held position within the Mortgage Arrears Team
* Briefed Solicitor Agents & Counsel throughout the country & in Dublin for Circuit Court cases
* Acquired crucial knowledge of individual County Registrar’s Rules & Requirements
* Adapted to changes in procedure in light of Judgments i.e Permanent *TSB v Langan*

**Court clerk**

* Attended on counsel for High Court and Masters Court sittings – kept record and reported back to the relevant team
* Solely responsible for bundling court briefs, proofs and pleadings
* Time management and intuition constantly exercised in ensuring papers are in order for court sittings to enable cases to proceed

**(Dec 13 – Jan 14) Michael Nolan Solicitors, Kilrush, Co. Clare**

* Worked in fields of administrative law, property, company and probate and wills.
* Guided and mentored by two senior solicitors, given tasks to study legal files. Was an educational experience with one on one tuition and advice.
* Reviewed contracts, read files, researched and applied relevant law to client’s situation.
* Worked at front desk assisting clients and scheduled meetings.
* Shadowed meetings between associates and clients responding to tasks given to me.
* Assisted solicitors in Court proceedings, prepared files in order according to listing.

**(May – Aug ‘12) Courts Service, Ennis District/Circuit Court office, Ennis, Co. Clare (Co-op placement)**

* Sat in on various litigation accompanying solicitors, junior and senior council barristers (Rape, personal injury, road trafficking). Took notes and followed up with questions.
* Gained extensive knowledge and advice from renowned Judiciary and seated Judge.
* Administrative Work, typing, Microsoft excel, i90, Lotus Notes, filing – processed court proceedings and forms into the relevant IT system.
* Dealt with confidential files i.e. divorce, civil proceedings.
* Professionally dealt with customers, solicitors, and judiciary.
* Given sole responsibility by County registrar for preparing Jury Duty lists.
* Calculated and processed legal aid due to solicitors.
* Appointed a permanent position of poll clerk for elections/referenda.

**Other experience**

**(Sep 12 – Jan 13) Guarantee Department, Allianz plc.**

* Determined a client’s financial state by reviewing their yearly financial position.
* Corresponded extensively with clients, negotiated on amount of surety and in turn I would issue surety - a Contract Bond when confident of little risk that the contractor would default on terms of contract with a beneficiary.
* Reviewed and proofread contracts copied correspondence and kept on file.
* Spread financial yearly accounts on Microsoft excel, ensuring a balance.
* Communication skills developed via email, phone and personal correspondence.
* Contributed to group planning of weekly schedules according to priority and deadlines.

**(2012 – Present) Poll Clerk, Clare County Council, Ennis, Co. Clare**

* Appointed to this position for Referenda & Elections whilst holding post in the Courts Service
* Set up polling station under guidance of presiding officer ensuring privacy for voters, impartially greet voters, check I.D ensuring correspondence with registered eligibility list.

**Extra-Curricular**

* ELSA: Secured delegate position for UNCITRAL Working Group I: Micro, Small and Medium Enterprises in New York in April 2015.
* ADR: Took part in mock trials involving mediation and negotiation.
* Speaker liaison for Student Legal Convention 2015 by the SLS society of UCD. Organised, contacted and persuaded influential leaders to present on current legal affairs in Ireland.
* Corresponded with confirmed speakers re agenda, logistics and necessary information.
* Volunteering: One Young World: Fronted an information desk assisting leaders and delegates. Organised guide for delegates to Google Ireland.
* Involved in Law society, peer mentoring and campaign for successful SU president candidate.

**Skills**

* **Interpersonal:** developed through working in a wide range of customer facing roles along with employment in professional firms
* **Problem solving:** Deal with client’s demands whilst maintaining open communication with defendants to secure settlement agreements or to proceed to Judgment
* **Teamwork:** Delegated work according to each person’s capabilities, ensured work done efficiently and to a high standard. Ensure good communication to achieve this. Follow up on roles. Extensive sport team experience also.
* **Leadership:** Held role of Team Leader of an 8-member group project for Economic Torts ensuring it was completed on time and that each person carried out their assigned tasks. Appointed each member to review each others work. Innovatively coped with a no-show on presentation day.
* **Hard-working:** Work part-time 4 nights p/w in late bar to finance postgraduate and living expenses. Sat fe-1 exams with no study leave and successfully passed first sitting of 3 exams
* **Planning and organising:** Time efficiency is key - I prioritize all my commitments and ensure a balance between work, study and an active lifestyle.

**Interests**

* Running - Took part in the Calcutta Run 2016 10km race with a time of 53.43minutes and raised money for charity with my colleagues
* Sport - Captained secondary school basketball team leading them to Munster championships for 3 consecutive years.
* Football player for senior club, county and university team. Won senior championship final 2012. Won secondary school award of female sportsperson of year 2010.
* Travelling: J1 to New York for Summer 2014

**REFERENCES**

 Dr. Noel McGrath, Ms. Josephine Tone, Ms. Michelle Nolan,

 Sutherland School of Law, Manager @ Ennis Courts Office, Nolan Solicitors,

 University College of Dublin, Lifford Road, Toler Street,

 Belfield, Ennis, Kilrush,

 Dublin 4 Co.Clare Co. Clare

 Email: noel.mcgrath@ucd.ie Email: Josephinetone@courts.ie Email: nolmichelle@gmail.com

 Phone No: (065) 686 7500 Phone No: (065) 905 1311