Sheharyar Nawaz

 **Mobile:** +353879590161 **Email:** sheharyar97@hotmail.com

 **Location:** Dublin  **DOB:** 30/05/1997

**Personal Profile**

I am a third year law student at DCU. I am very ambitious and an extremely hardworking individual. In the future, I would like to work in the commercial side of Law or in an International Sphere.

**Education**

Dublin City University, Dublin, Ireland Sept 2016 - 2019 BCL (Hons) in Law and Society

* First Year result - 2:1 Second Year Result - 2:1
* Topics covered
* Ist Year

 Tort Law, Criminal Law, Irish legal Systems, Foundations of Law and Legal Research, Constitutional Law, Public International Law, Comparative Law, Advanced Torts, Advanced Criminal Law,

2nd Year

Contract Law, Company Law, European Union Law, Property Law Moot Court ,Advanced Contract Law, Advanced Property Law, Company Law 2, Advanced European Union Law, Healthcare Law & Society and Family Law & Society

3rd Year

Jurisprudence, Genetics Law and Society, Equity, Trusts, Dissertation

Douglas Community School 2009-2015 Hewitt College 2016 Leaving Cert : A2 in business and B1 in Accounting as well as all Honours in Chemistry, Physics, and Maths

**Experience**

 EF- Education First - Summer Administration Co-ordinator *May 2018-*  *July 2018*

* Upload and update information on details of Host Families & students who are hosting into the EF database and continuously monitor any changes.
* Make sure each Client is Garda vetted and also access ID’s from families in order to proceed with the Vetting
* Liaise with the Suppliers to provide customer support on any issues they may have with missing documents or ID’s. Consequently I was also incharge of dealing with any Vetting Queries that families had.
* Receive Disclosures and process them into the system and check for any criminal records
* Use Excel to showcase which families need visits or documents and retrieve any document that is missing.
* Maintain and check data held in systems for accuracy
* Use the Company’s CRM to make quick and efficient adjustments to any changes on supplier details

 Circle Brand Ambassador *March 2018 - June 2018*

* Circle Pay is a mobile app which allows you to transfer money to your friends, colleagues in a much more efficient and easier way than a Bank app.
* My Job is to get people to sign up for this promote the app around campus or any public place in general

 Legal Work Experience *February 2013*

* Previously underwent work experience at Harry Mccullagh and Co. Solicitors in which I was asked to assist in filing and draft itineraries and other documents for the firm.
* I achieved maximum marks in my Evaluation and had one of the best feedback’s in my year

 Log on Learn [Teacher] *January 2013 - May 2013*

* Teaching senior citizens the basics of computer to more advanced mechanisms such as booking flights etc.
* This increased my communication skills as well as gaining valuable mentoring experience.

**Extra-Curricular**

* Member of the DCU Investment Society where I analyse & research different stocks specifically in the Consumer Staples Market and then present the findings to the sector group.
* Member of DCU FLAC which is a free legal advice centre that aims to help people with unfortunate backgrounds on any legal problems they may be having.
* Reverse Mentoring Programe:

-Research apps and websites that students might find beneficial to their studies or ones that a lecturer may use and present them to the mentor

-Organise a meeting every month for atleast an hour in which a different theme will be discussed that is positive to the mentoring experience.

**Skills**

* Technical:
* Certificate in ECDL (European Computer Driving Licence) showing proficient knowledge of Microsoft Office Overall. Including Word and Excel.
* Critical Thinking : One of the main aspects of my course is to enhance our critical thinking which means following the narrative by weighing out all the advantages and disadvantages of the problem in order to come to a solid conclusion
* Problem Solving:
* Able to deal with problems calmly and efficiently as shown by roles with the Student Council and FLAC. Careful to approach situations n a neutral non personal manner, employ active listening skills and ask appropriate questions to to get to the root of the problem. Proceeded to work with people to help identify options and agree to the next course of action.
* Languages:
* English [Fluent],
* Urdu [ Fluent in Conversation],
* Hindi [Fluent in Conversation],
* French [ Limited proficiency]
* Legal Thinking:
* This has been developed through my undergraduate through many assignments
* Leadership
* Communication
* Confident in Verbal communication as a result of group assignments and presentations at university.
* Confident in Written communication as seen in achieving in good marks over academic assignments from my course.
* Mooting
* Legal Writing
* Advocacy
* Legal Research

**References**

James Mandl Ronan Condon

Senior Operations EF Assistant Professor in European Private Law james.mandl@ef.com School of Law and Government

 ++41 793962139 Dublin City University

 Dublin 9

 (01) 7005539

 ronan.condon@dcu.ie