

Sophie-Leigh McLaughlin L.L.B, FE-1 Candidate

CONTACT DETAILS

Mobile: 087 155 5333

Email: sophieleighmclaughlin@gmail.com

LinkedIn: www.linkedin.com/in/sophie-leigh-mclaughlin

OBJECTIVE

I am interested in a traineeship with Byrne Wallace as a goal-oriented professional with an early career in legal ownership, regulatory frameworks, and project management.

EDUCATION

Maynooth University, L.L.B. Graduate

September 2019 – May 2023

To date, I have successfully passed the following FE-1 Examinations; Law of Property, Law of Torts, Law of the European Union, Constitutional Law, Criminal Law, and Company Law. I await results for Law of Equity and Law of Contract to be released in late November.

I am proficient in the Microsoft Office Suite, ALB Case Management Software, Voyager Infinity Software and Google Suite.

EMPLOYMENT

Mediolanum International - Ireland, IFSC, Co. Dublin – Product Legal Associate

29th May 2023 – Present

- My role involves drafting pre-contractual documentation for the insurance and funds entities of Mediolanum, while coordinating regulatory and cross-border filings which enhance my understanding of EU regulatory frameworks. I conduct reviews of procedures, and implement improvements in line with industry standards, legal and regulatory requirements, and commercial viability. As a project lead, I ensure compliance with company governance frameworks, present to internal Committees and prepare documents for Board meetings.
- I have developed strong record-keeping skills from leading multiple insurance and fund projects, and from maintaining records of regulatory return filings, correspondence from Regulators and correspondence with external service providers which affect internal activities.
- This role has not only allowed me to enhance my project management and critical thinking skills, but it has also given me the opportunity to develop my understanding of different fund structures, financial regulatory frameworks, aspects of data protection law and corporate governance.

Aston Bond Law Firm, Berkshire, UK – Legal Placement

5th September 2022 – 16th September 2022

- On this placement, I gained valuable experience across multiple legal departments, including Residential Conveyancing, Commercial Conveyancing, Litigation, Employment, and Wills & Probate, actively contributing to client cases and legal documentation. Client meetings were a daily occurrence for each department and my involvement included noting minutes and drafting correspondence on behalf of clients, amongst other ancillary duties.
- This opportunity gave me an insight of the expectations of a young solicitor. I learned the importance of team collaboration, time management skills and understanding how to prioritise work activities. The hands-on approach of this placement ensured I was informed on many legal matters, especially the delicate nature of employment disputes. This work allowed me to appreciate each stage of the decision-making process as it related to the legal process.
- This role allowed me to develop a deeper understanding of the legal decision-making process, particularly in handling sensitive employment disputes, which underscored the importance of discretion, client confidentiality, and ethical practice.

Worldwide Education Recruitment, Langley and Liverpool, UK – Compliance & Human Resources Officer

10th June 2022 – 30th August 2022

- Under the Compliance Department, I worked as part of a team in Worldwide Education's Head Office in Langley and their regional office in Liverpool. My Human Resources, Compliance and Safeguarding duties included vetting checks, file processing and reviewing contracts and policies.
- Daily responsibilities included prioritising tasks, meeting deadlines, and improving IT skills which allowed me to improve my attention to detail and gain the ability to correctly apply policies and procedures to real-life scenarios.
- This role helped me develop excellent communication and risk assessment skills that taught me how to navigate delicate situations to provide a fair outcome for the client, the staff member, and the company.

The Wishing Well Gastro Pub, Kingscourt, Co. Cavan – Front of House Staff

30th June 2020 – 3rd October 2021

- Working in hospitality assisted me in developing excellent communication skills and a strong work ethic as I was responsible for event management, staff inductions, payroll and service provider management.
- Customer experience, developing customer relationships and delivering positive customer outcomes was integral to the business and its reputation. This role developed my ability to handle confidential information and manage demanding situations while maintaining high standards of professionalism.