

# Stephanie Ní Oisín

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## Education and Qualifications

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- 8 FE-1 examinations completed.
- Cambridge CELTA 2020.
- University College Dublin - Masters of Common Law 2020 - Second Class Honours, Grade 1.
- University College Dublin - Bachelor of Arts (English and Philosophy) 2018 - Second Class Honours, Grade 1.
- Coláiste Íosagáin 2009 – 2015 – Leaving Certificate – 455 points.

## Work Experience

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### **Over-the-counter Assistant**      **Belarmine Pharmacy**      **April 2023 – current**

- My main duties at the pharmacy encompass assisting customers and facilitating over-the-counter medicine sales. I work collaboratively with the on-duty pharmacists, escalating customer queries to them and efficiently handling prescription submissions.
- Additionally, I actively contribute to the pharmacy's overall organization by managing tasks such as pricing and entering new stock into the system. At the end of each day, I am responsible for conducting financial procedures, including accurately counting and reconciling the day's earnings.

### **Legal Review Analyst**      **A&L Goodbody**      **August 2021 - September 2022**

- Large scale reviews of documents, and reviews and redactions in fulfilment of data subject access requests in ALG's litigation department.
- Processing and review of data subject access requests sent by a multinational client. I managed this account for weeks at a time, communicated with the client daily, organised the files and sent them to various other employees to review. I was supervised by two solicitors in my management of this, however, I was given a great deal of independence and responsibility while carrying out this task.
- I assisted various partners/solicitors and other employees within the Litigation department with ad hoc requests.

### **Supervisor, Waitress**      **Zizzi**      **January 2018 - June 2021**

- Responsible for opening and closing tasks at the restaurant, training new staff, providing excellent customer service, and acting as a manager on duty.
- Promoted to supervisor in September 2020.

### **Legal Intern**      **McDowell Purcell**      **July 2017 - August 2017**

- Duties included archiving legal documents online and assisting with tasks around the office.
- Attended hearings with the firm's solicitors in the Four Courts and a tribunal, gaining valuable insight into legal practice.

### **Salesperson**      **Irish Arts Review**      **November-December 2016-2017**

- Part-time Salesperson on an eight-week contract in a leading Irish literary visual magazine.
- I sold subscriptions on behalf of the magazine at art events and over the phone and attended an artist's opening as an ambassador of the magazine.

**Brand Ambassador                      Astra Marketing                      2016 – 2018**

- Brand ambassador for companies such as the Irish Independent, Bulmers, Dairygold and Vodafone. My role involved selling and promoting products from these companies at various events and supermarkets around Dublin.

**Sales Consultant                      Mamas and Papas                      November 2015 – April 2016**

- Part-time Sales Consultant at a market-leading store.
- Assisted customers with queries; advised customers on the key features of the products; demonstrated the functions and safety features of the products; and sold products to meet sales and customer satisfaction targets.
- Each month we were targeted to achieve at least one personal exceptional service description in the customer satisfaction survey. I received ten exceptional service reviews over a 4-month period.

## Activities

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**Participant                      Annual Willem C. Vis International Commercial Arbitration Moot Vienna 2020**

- This is an international commercial arbitration competition, which I took part in as part of a 10-credit year-long module in the masters I completed. I received an A+ in my end of year grade for this module. This experience provided me with life-like arbitration experience and gave me insight into international commercial law.

**Social Media/Events Officer                      UCD Food Society                      2017-18**

- Responsibilities included posting about upcoming events on all social media platforms. I was also part of organising a ball and various other daytime and evening events for society members.

**Student Ambassador                      UCD                      2017-18**

- I acted as an ambassador for the university by helping at events hosted by UCD and as a tour guide for prospective students.

**Committee Member                      UCD French Society                      2016-17**

- I organised a society trip to Nice for approximately 30 students and various other small and large events throughout the year, such as coffee mornings and food and drink events.

**International Buddy                      UCD                      2016-2017**

- I was responsible for welcoming international students to the university and acting as a tour guide around the university.

**School Debater                      Coláiste Íosagáin                      2013-14**

- Competed in Trinity Hist., Phil. and UCD Mace debating competitions.

## Languages

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English (native), Irish (fluent), French (Leaving Certificate standard with reasonable fluency), Japanese (Leaving Certificate standard), Italian (conversational), German (Junior Certificate standard and Goethe-Zertifikat A2: Fit in Deutsch 2 2013)

## Interests

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Travelling, cooking, playing the guitar and ukulele, singing, acting, reading, debating and art.