**PERSONAL DETAILS**

Name: Stephen Boyle

Address: 107 Collinswood, Collins Avenue, Dublin 9

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**SUMMARY**

Law graduate with relevant legal work experience who has completed all 8 Law Society FE-1 exams seeking a training contract.

**WORK EXPERIENCE**

Feb 2020 – Jun 2020 **LK Shields, Dublin**

Position: **Paralegal**

**Main Duties**

* Assisted solicitors in any work provided.
* In charge of reception in the evenings.
* Greeted clients / solicitors as they came to & from the office.
* Aided the Trust & Compliance team by opening cases, uploading relevant AML documents and closed cases on KYC.
* Provided research projects for the head of Trust & Compliance on the upcoming European Directives on AML and how it would impact the firm.
* Trusted to lock up in the evenings.

Oct 2013 – Present **Gleeson’s Family Butchers, Dublin**

Position: **Butcher’s Assistant**

**Main Duties**

* Greeting & serving customers.
* Assisting & dealing with any customers queries.
* In charge of filling and stocking the shelves.
* Working very long hours in a demanding environment, especially during Christmas period**.**
* Transferring dockets and stock checks on to company computer.
* Trusted to lock up and sign in any deliveries.

Summer 2012 **The Temple Bar, Dublin**

Position: **Lounge Staff**

**Main Duties**

* Greeted customers & took their orders.
* Assisted customers with meal & drink choice.
* Dealt with any customer complaints.
* Cleaned the bar after closing.

Work Experience during secondary school includes:

May 2010 **Dublin GAA**

May 2010 **Henry J Lyons Architects, Dublin**

Sep 2009 **BNY Mellon, Dublin**

Sep 2009 **Nazareth House Nursing Home, Dublin**

**EDUCATION**

**Law Society of Ireland**

Passed 8 FE-1 Examinations in 2 sittings Mar 2019 and Oct 2019

**Dublin City University**

BCL 2.1 Honours 2017

**Belvedere College S.J.**

Leaving Certificate 460 points 2012

**ACHIEVEMENTS**

* Bachelor’s Degree in Civil Law (Law & Society).
* In 2010, I represented Ireland in the European Karate Championship and won bronze.
* Represented Dublin Hurling Teams at underage level.
* In 2009, won Dublin Club “A” Championship at u16 in hurling.
* Won Dublin Cross Country Championship at u15 in 2008 and represented Dublin at All-Irelands.
* Achieved Level 2 Swimming Life Saving Certificate.

**INTERESTS & HOBBIES**

Sport; keeping fit; hiking; technology; reading; music; travelling.

**REFEREES**

Available on request.