**LINDA LEE SCANNELL**

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**Professional Profile**

Extremely committed and astute 3rd Year Civil Law student with a keen ambition to expand her knowledge of the legal world. A meticulous, industrious, and fervent young woman with a ripe enthusiasm to discover more about the Irish legal system. Has experience leading in a fast-paced environment achieving high levels of skills in communication and leadership that can be applied in a legal world. Adept at organising client files and preparing litigation documents.

**Education**

**Sept 2019 - Present Bachelor of Civil Law (BCL) NUI Galway.**

**2nd year modules:** Moot Court (82), Company Law 1 (70), European Union Law 1 (65), Evidence 1 (68), Criminal Law 1 (63), Labour Law 1 (63), Administrative Law 1 (60), Evidence 2 (70), European Union Law 2 (68), Company Law 2 (60), Labour Law 2 (63), Criminal Law 2 (68)

**Overall grade: 2.1**

**1st year modules:** Critical thinking for Lawyers 67%, Understanding the Law 61%, Tort Law 67%, Constitutional Law 56%, Contract Law 45% and Family Law 65%.

**2014 - 2019 Tarbert Comprehensive School Tarbert, Co. Kerry.**

**Leaving Certificate 500 points**

Biology H2, Irish H2, Geography H2, French H3, English H3, Business H3, Maths O3.

**Work Experience**

**September 2021 – April 2022 Legal intern**

**Bonn Steichen & Partners, Howald, Luxembourg**

* Carried out a wide variety of legal research on domestic and EU legislation particularly on capital markets
* Gathered background research into new clients to assist team members with the completion of KYC on-boarding forms.
* Assisted with the closing of finance transactions – compiling of final documents, checking signatures etc.
* Assisting junior members of team in preparing the initial first drafts of corporate documents (board minutes, general meeting minutes and notarial deeds, powers of attorney, intra-group loan agreements, bond terms and conditions)
* Drafted and proofread articles for the firm’s newsletter and newsflashes.

**July 2020 – August 2020 Legal intern**

**Pierse Fitzgibbon Solicitors LLP, Listowel, Co. Kerry**

* Gained a wide range of experience across multiple ranges of sectors and types of work
* Performed in-depth legal research on various casefiles and assisted in the preparation of court documents for upcoming litigation proceedings.
* Attended at initial consultations with clients and organised briefs for counsel for matters to be heard at District, Circuit and Criminal Court of Justice.
* Liaised with a workforce of 30 people introducing a functioning work system in a crowded work environment
* Organised various client’s legal documents and ensured all information contained in each file was up to date and accurate.

**Summer 2015 - 2018 Café Assistant**

**Collins Seaweed Bath & Café, Ballybunion, Co. Kerry.**

* Supported a team of 5 to help meet customer needs by delegating tasks.
* Supervised and ensured the workplace was held to a national cleaning standard that requires attention to detail
* Delivered recommendations to management based on feedback received from customers resulting in a satisfactory service
* Facilitating training to 4 new employees to ensure high quality service.
* Monitored and replenished stock levels to maintain a professional regard leading to a better reputation and increased revenue by 20% victoriously.

**Skills profile**

**Language skills:** Full professional proficiency of the English, Irish and French language. Received 233/240 in the Irish Oral Examination. Spent three summers in Coláistí Chorca Dhuibhne whilst in secondary school. Received the equivalent of 79% in my French leaving certificate examination. Also undertook 5 French classes a week over the summer of 2021.

**Commercial Awareness**: I have been accustomed to the Irish legal system from a young age, as my mother worked as a legal secretary for twenty years. I have extensive experience of the legal world due to my internship with two leading law firms. Both firms helped to enhance and improve my awareness of the corporate sector. Gaining an understanding of both the challenges and the opportunities a law firm faces in the 21st century has helped to improve my awareness of corporate life.

**Critical thinking and Problem Solving:** Developed from working within three profitable and successful businesses in Kerry. Whilst working with Collins Seaweed Bath and café, I devised and implemented a faster process by encouraging my manager to place two of the baths in a single room so as to facilitate couples bathing together. As a result, the business increased its revenue and reduced its high volume of traffic. I believe I am highly practical and determined to reach the best possible solution in any complex situation.

**IT Skills:** Proficient use of Word, PowerPoint, Excel and virtual communication due to the consistent use of Zoom and Blackboard collaborate in college work. Further improved by editing, proofreading and submitting documents due to my role and tasks within the Moot Module.

**Achievements**

* Certified in “Contract Law: From Trust to Promise to Contract” from Harvard University, MA, USA
* Received 3 badges in recognition of completing “Environmental Law & Climate Change Shaping a greener Future (MOOC)”, Law Society of Ireland
* Certified “Understanding Intellectual Property” online course
* Certified “Finance Foundations: Income Taxes” online course
* Participated in the 2021 Arthur Cox Accelerate Programme
* Nominated to participate in the NUIG semi-final Moot Competition
* Awarded a scholarship to Coláistí Chorca Dhuibhne in recognition of Irish language fluency.
* Completion of General Data Protection Regulation (GDPR) Training
* Certified HAS Work Safely Induction online course
* Certified Ohana Suicide Awareness Training

**Hobbies/Interests**

* Enjoys volunteering within the local community of Kerry. Proud member of I-VOL, The National Volunteering Database. Due to my membership, I had the pleasure of acting as a correspondence to residents of the Fingal House Nursing Home. Furthermore, I also volunteered as a retail shop assistant for NCBI Listowel. I also had the pleasure of acting as a youth leader within Moyvane youth club for a period of two years. Finally, I assisted in Tarbert Comprehensive School shop for a period of two years.
* Extremely skilled in Taekwondo after 10 years completed. Continued dedication resulted in higher levels of integrity, discipline and teamwork being introduced
* Enjoys travelling after spending a summer backpacking through Croatia with friends. Experienced the beautiful scenic towns of Hvar, Split, Dubrovnik and Krka.
* Competitive chess player with my 90-year-old granduncle.