**Martha Nelson**

Riverview Estate, North East Quay, Co. Waterford, Ireland.

**Tel:** 00353 87 000000 Email. marthanelson@gmail.com

**Education**

**0000-0000: Bachelor of Civil Law (BCL), University College Cork, Ireland.**

* **First Class Honours,** Ranked 1st in Class
* Awarded Title of **“*College Scholar*”** in recognition of academic achievement.
* **Final Year Modules:** Management Accounting (90%), Company Law (70%), Jurisprudence (60%), Law of Equity (76%), Family Law: Child Law (64%), Law of Evidence (72%).
* **2nd Year: 2H1: Modules:** Law of Torts (67%), Law of the European Union (55%), Commercial Law (37%), Social Law (50%), Tax Law (57%).
* **1st Year:** **2H1** **Modules:** Law, Language, Literature (75%), Law of Contract (60%), Criminal Law (45%), Constitutional Law (35%), Introduction to Spanish Studies (64%), Foundation Course in Written & Oral Spanish (40%), Introduction to Legal Systems (48%).

**0000-0000: Leaving Certificate**  Colàiste an Naomh Iosoph, Secondary School Cork, Ireland.

* **570 points** including A1s in Spanish, English and Geography Ranked in the top **2%** Nationally.

**Legal Work Experience**

**August 0000: Dart O’Mahony Solicitors, Limerick.**

Legal Intern:

* Sat in on a number of client consultations with various partners of the firm.
* Worked closely under one of the Managing Partners of the firm, shadowing her in the Criminal Court of Justice and held court for him on a frequent basis.
* Trusted to take notes of which of the firm's cases which were adjourned, provisional trial dates set, arraignment procedures and applications for bail dates while holding court.
* Prepared briefs for Judicial Review cases and worked alongside the team of solicitors.

**Aug. 0000 – Feb 0000: Malcom O’Brien & Co. Solicitors, Malor Street, Cork Ireland.**

Legal Intern:

* Drafted letters for intent to purchase on behalf of the firm's clients.
* Studied up on title deeds and organised chains of title.
* Dealt with clients and communicated with staff from other firms both in person and over the phone.
* Prepared budgetary reports and processed documents.
* Witnessed clients’ wills and brought affidavits/exhibits for swearing to various firms.
* Read case files including court orders, books of pleadings etc.
* Researched legislation and various provisions of Acts which were pivotal to on-going cases.
* Organised client meetings and created memos for the firm's solicitors.
* Organised spread sheets and overheads relating to the firm’s expenses.
* Covered reception on a regular basis and helped with the firm’s banking on a daily basis.

**Additional Work**

**0000-0000 Boots Pharmacy, Patrick Street, Cork.**

**Customer Advisor**

* Customer Service delivered to exceptional standards, trained and advised customers on OTC medicines.
* Longest serving part time member of staff in the store and therefore responsible for running the business side of the pharmacy on Sundays. .
* Performed inventory management duties with colleagues including processing deliveries from Wholesales and auditing and disposing of out of date stock.

**Volunteering**

**September 0000 – May 0000: UCC Free Legal Advice Centre (FLAC) Society, UCC.**

Education Officer

* Contacted solicitors and barristers to come into UCC to monitor and give advice to students at our clinics, attended seminars in preparation for our voluntary advice centre.

**Sept 0000 – May 0000: S.H.A.R.E. Executive Committee**

* Organised a large-scale Charity Street Collection as part of a team. Undertook 110 hours collecting on streets at Christmas. Also visited elderly people on a weekly basis.

**Achievements/Interests**

* Member of Toastmaster’s, Crosshaven, Co. Cork.
* **Debating:** 2nd place Irish Language Debating Munster Finalist and Silver Certified UK Mathematical competitor in 6th Year at Secondary School.
* Member of Centre Stage School of Performing Arts.
* Completed acting exams to Grade VIII with the London Academy of Music and Dramatic Arts;

**References**

* **Mr. ………………………………..**.
* **Professor …….** Lecturer at UCC Faculty of Law. Tel:......................