

# Jayne Murphy

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## **Education**

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| 2005-2006 | University College Cork: <u>LLB in Criminal Law</u>  |
| 2001-2005 | BCL Law and French (grade 2.1)<br>Tort Law, Land Law, European Union Law & French Administrative Law                           |
| Year 3    | Spent one year in University of Rennes I   |
| 1995-2001 | Bandon Grammar School<br><b>Leaving Certificate (500 points)</b><br>French (A) German (A) Business Studies (B) Mathematics (B) |

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## **Legal Work Experience**

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| 2005 | <b>Clifford Chance London</b> Summer placement in which I experienced 1 week in corporate and 1 week in international tax. Was able to sit in with client meetings and review papers.<br><br><b>O'Connell O'Leary</b> 1 week summer placement in which I was given the opportunity to work with seniors and partners in private client work in property and trusts. Sat in on client meetings and was given a report to draft. |
| 2004 | <b>Ambrose Hall &amp; Partners</b> 2 weeks in this smaller high street practice where I was involved in taking statements, reviewing papers and general office administrations such as answering calls from clients and typing reports.  |

## **Other Work Experience**

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| Since 2000 | <b>Jeffers Bar and Restaurant (Cork)</b> I work here in the vacations where I am given considerable responsibility for serving customers, stocking the bar, training new staff and cashing up at night. This job has enabled me to develop excellent customer service skills as well as managing long hours in a busy environment. |
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## **Voluntary Work**

- 2003 – 2005    Member of 'Sunday Sports' project, run by Cope Foundation to help persons with physical and intellectual disability to improve their functional ability and maximise physical independence.
- I also take part in other events run during the week such as Wednesday Kids Club which gives the children in residential care opportunities to partake in leisure activities and arts and crafts projects.
- 2002 – 2005    Ongoing volunteer for University College Cork RAG week which raises money for various charities by collecting, taking part in individual raids, aiding in the organisation of the fashion show.
- 2002 – 2004    Playscheme helper in Kidz-R-Us: volunteer childminding during half term vacations.
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## **Other skills**

### **Languages**

French & English  
German  
Italian

### **Level**

Bilingual  
Good  
Basic

### **Computer skills**

Good knowledge of Microsoft Excel & Microsoft Word. I have also undertaken various IT courses at University to improve and I am a regular user of email and internet.

### **Communication**

Excellent interpersonal and communication skills. I have been an active member of the debating team during my undergraduate study.

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## **Personal achievements**

- Attended the CRAC Insight to Management Course (July 2005)
  - Sign Language crash course for beginners (February 2004)
  - Elected to the Law Society Committee for 2003-2004
  - First Aid course with St John's ambulance initially 2002 but do "Refreshers" every year
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## **Interests & activities**

- Sports: Regular exercise and social interaction at various gym classes, namely aerobics, salsa evening and Yoga course for beginners. Currently badminton and football are healthy breaks which develop my endurance and competitiveness.
- Elected Lafrowda Flats Residents Association Vice-President in 2002-2003 and played an active but auxillary/advisory role in the Committee for the following years.
- Travel: Over the years I have travelled extensively and lived throughout the world for different time spans, this helps me adapt, observe and keep an open mind to different people and situations as well as new cultures all together.

## **References**

Available on request