**VERONIKA ULICNA**

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**EDUCATION**

**07/09/2009 – 18/06/2010 College of Law**, Birmingham

LPC, Distinction

**04/09/2006 – 26/06/2009** **Birmingham City University**, Birmingham

LLB Law, 1st Class with Honours

* Oxford University Press Prize (08/09)
* Law School Prize for the best performance on the LLB course (08/09)
* Semi-finalist at the University’s Mooting Competition (07/08)
* Cavendish Student Prize Award (06/07)

**16/03/2003 – 30/06/2003** **Solihull College**, Solihull

English for Speakers of Other Languages Exam

**01/09/1998 – 31/05/2002** **M.M. Hodza Grammar School,** Slovakia

‘A’ Levels equivalent: Maths (A), Geography (A), English Language (B), Slovakian Language (C)

**PROFESSIONAL**

**QUALIFICATIONS** Admitted as a solicitor on 16 September 2013

**LEGAL EXPERIENCE**

**09/2011 – 09/2013 Higgs & Sons Solicitors, Brierley Hill**

Trainee Solicitor

Residential Conveyancing (May 2013 – September 2013)

* Assisted fee earners with sale and purchase transactions including drafting contracts, reviewing title documents, preparing reports and liaising with clients, other side’s solicitors, land registry and estate agents
* Drafted Land Registry forms including registration of transfer, assent, discharge of legal charge, notice and removal of restriction
* Assisted fee earner with re-mortgaging of the property
* Completed SDLT returns

Private Client (August 2012 – April 2013)

* Managed my time efficiently whilst working across the firm’s two offices for twenty one fee earners from newly qualified to partner level
* Attended various client meetings regarding complex tax and trust planning for estates ranging from £200,000 to £8 million, including the estates of non UK domiciled clients
* Researched a number of specific tax law topics, including extra statutory concession rules, general anti-abusive rules, gifts with reservation of benefit and rights of way over gifted land and the availability of business property relief for businesses involving caravan sites
* Drafted wills including life interest wills and severance of joint tenancy, discretionary trust wills, letters of wishes and explanatory advice
* Drafted various trust and estate administration documents including the oath where the executors renounced and a grant of probate was applied for by the residuary legatees
* Prepared and completed lasting powers of attorney and registered enduring powers of attorney
* Drafted the firm’s precedents for revocation of enduring/lasting powers of attorney, revocation of appointment of an attorney and disclaimer by attorney of enduring/lasting powers of attorney
* Exposure to care home fees work, including obtaining assistance through NHS funding, reviewed care home notes and looked for the evidence to support the client’s claim against the Primary Care Trust and its refusal for continuing healthcare funding
* Exposure to Court of protection work including applications for appointment of deputies and attendance at a ‘best interests’ meeting
* Attended marketing and networking events with the team

Personal Injury and Clinical Negligence (May 2012 – August 2012)

* Successfully handled the recovery of around 50 ‘Motor Insurance Bureau excess’ cases
* Attended trials and conferences and prepared attendance notes and briefed the supervisors
* Interviewed clients to prepare witness statements
* Drafted letters and particulars of claim, defences, schedules of special damages, briefs to Counsel and order for disclosure of documents
* Interviewed prospective clients and established whether there were reasonable prospect of success in bringing a claim
* Researched quantum of damages
* Visited an accident site and prepared a locus report

Commercial Property (January 2012 – April 2012)

* Drafted Land Registry forms including registration of transfer, lease, discharge of legal charge, notice and removal of restriction
* Drafted leases, licences to assign, deeds of surrender
* Completed SDLT returns
* Reviewed leases and drafted lease reports
* Dealt with franchise leases
* Assisted on completing the sale by auction (acting for the buyer)

Corporate and Commercial (September 2011 – December 2011)

* Worked on a wide range of cross-border projects for clients operating in varying sectors, including retail, healthcare, pharmaceutical
* Took part in disclosure process and attended disclosure meeting on a number of deals including a buyout of a target with an annual revenue of £12 million
* Reviewed and drafted a broad range of commercial agreements
* Reviewed the firm’s share purchase agreement precedent and suggested improvements
* Researched a number of specific topics for the firm’s Technical Committee
* Drafted board minutes for the purchase of own shares and drafted stock transfer forms
* Contributed to the firm’s business development by considering various clients’ replies to the Business Health Check Reports and briefed the fee earner
* Reviewed various clients’ websites and drafted Website Health Check Reports
* Delivered the presentation to the team: ‘*What constitutes an effective disclosure*’

**03/2011 –06/2011 Eversheds**, Stafford

Evidence Redactor - Mid Staffordshire NHS Foundation Trust Inquiry (short term contract)

* Redacted evidence on Lextranet
* Ensured the documents released to core participants and called as evidence at the hearing include any necessary redactions
* Exercised judgments on the suitability of the witnesses’ requests for the redactions
* Proof-read witness statements

**06/2008 – 09/2008** **Osborn Maledon**, Phoenix, Arizona, USA

Summer Intern (vacation placement)

* Observed U.S. legal practices and procedures
* Assisted in the preparation for the trial: visited three jails with the Environmental Health Expert; interviewed jail inmates and made notes; assisted in the preparation of trial bundles; undertook legal research and drafted memorandums; proof-read legal documents and attended at a court (observed a full trial and learnt first-hand about the need for accurate and detailed case notes)
* Reviewed video depositions from the civil case and noted the sections that may be used for a PowerPoint presentation campaigning for the abolition of a Death Penalty in U.S.
* Attended weekly departmental meetings and presentations organised by the firm
* Completed all work using Electronic Case Management System and electronic time recording

**OTHER WORK EXPERIENCE**

**04/2009 – 03/2011 Freelance Interpreter and Translator,** West Midlands

* Interpreted from Slovak and Czech to English and vice versa for NHS institutions, courts and Job Centres
* Met people with medical problems and other difficulties, gained trust and encouraged them to discuss private issues so that they could be given correct care and treatment
* Translated legal documents, hospital records and various marketing documentation
* Ensured all information remains confidential

**11/2009 – 06/2010 Coview Solutions**, Lichfield

Administration Assistant (Santander migration project)

* Provided professional administrative support to project managers to ensure all jobs were booked in and followed through efficiently

**04/2006 – 11/2009** **ATS Euromaster**, Birmingham

Customer Service Advisor

* Organised and prioritised workload when faced with multiple university projects and part-time work commitment

**11/2005 – 02/2006 Asda Walmart Supercentre**, Minworth Shop assistant

**05/2004- 10/2005 Marriott Hotel,** Coventry

Leisure Club Receptionist / Fitness Instructor

**INTERESTS AND ACHIEVEMENTS**

* Running - successfully completed a number of half marathons
* Cycling - completed 100 kilometres cycle around Liptov Region and the BTSS 100 miles Century Cycling Challenge (raised funds for Birmingham Children’s Hospital and Parkinsons UK)
* Skiing and Mountaineering - The High Tatra Mountains, Swiss Alps, completed The National Three Peaks Challenge within 23 hours
* Adrenaline Activities - completed charity abseil down the Wesleyan Building in support of Acorns Children’s Hospice, bungee jumped 223 feet from Strbske Pleso in Slovakia
* Well travelled and highly self-sufficient within foreign speaking countries - organised and travelled in Europe, including a trip from Birmingham to Slovakia, the coast of Croatia and a tour of Italy (Rome, Florence, Pisa and Sardinia)
* Organised and travelled across USA (Seattle, San Francisco, Grand Canyon, Las Vegas, San Diego and Los Angeles)

**OTHER SKILLS**

* Language skillsSlovakian-native speaker

Czech-fluent

* IT skills Microsoft Office applications, e-mail and internet

**REFERENCES**

* Nicola Little (HR)

Higgs & Sons Solicitors

3 Waterfront Business Park

Brierley Hill, DY5 1LX

e-mail: nicola.little@higgsandsons.co.uk

Tel: 0845 1115050

* Larry A. Hammond (Partner and a Founding Fellow of the American Bar Foundation)

Osborn Maledon PA

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