Andrea Travers

 Tel: 0838206991 | Email: [andrea.travers48@yahoo.com](mailto:andrea.travers48@yahoo.com) | LinkedIn: www.linkedin.com/in/andrea-travers

# Objective

I am a determined individual whose main priorities involve completing my education and continuing to expand my horizons. Completing my Leaving Certificate allowed me to enroll in Economics in UCC’s School of Business and Law, of which I am completing my second year. This process has shown me the hard work and determination required to achieve my goals, which I do not shy away from. I am a very flexible student who thrives when working with people, socialising, problem solving and learning. I aspire to continue to upskill and learn (through different courses and certifications) in order to help me to find my niche area within the business world.

# Education

## BA (Hons) Economics (through transformational learning) |

## 2022-present | ucc

* Modules include Economic Data Collection, Reading Economists, Economic Data as Evidence and Transition to Professional Life
* Completed an elective in European Studies
* Acquired key skills such as communication and presenting, working as a team, being organisation and sticking to a strict schedule
* Familiar in analysing situations and applying appropriate strategies
* Experience in forecasting and scenario planning

## Leaving certificate | 2022 | colaiste muire cobh

Results:

* Business – H1
* Geography – H1
* German – H3
* Irish – H3
* English – H3
* Mathematics – H4
* Points – 522

# Skills & Abilities

## IT

* 8 years and counting of experience with the Microsoft Office Suite (Teams, Excel, PowerPoint, Word)
* Completing modules in coding (C++)
* Experienced in using IT skills to aid analysis

## Communication

* Presentation skills
* Experience in working with members of the public (answering phone calls, upselling, providing recommendations)
* Used to working independently

## First aid

* Received several certificates in Basic Life Support and Sea Water Lifesaving
* Trained in Manual Handling
* Attended First Aid lessons

# Experience

## Administrator | Ringlee House Preschool

* Assisted the manager in completing invoices
* Provided documentation to accountants
* Handled and allocated large sums of money
* Communicated important information between stakeholders within the business

## Anglesea street courthouse  |

* Organised legal documents.
* Gained an insight into the world of law by sitting in court and understanding the processes that take place behind the scenes.
* Familiarised myself with writing documents from a legal perspective
* Taught how to conduct myself in a professional manner.

# Interests and Achievements

# Presented an award for my Leaving Certificate results

# Received an award for contributing to the Social Justice Committee

# Trained Lifeguard

# Member of the school hockey team throughout my time there

# Participated in charity events in aid of Cobh Hospital

# Avid reader and music enjoyer

# Strong interest in sports (formula one & football)

# Referees

# Daniel Blackshields

# | Lecturer in the Department of Economics, UCC

# | Phone: 0214903515

# |Email: d.blackshields@ucc.ie

# Nicole Victory

# | Founder and manager of Early Path Childcare

# | Phone: 0863990518

# | Email: nicolevictory6@gmail.com