

Muiris Cleary

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PROFILE

A self-motivated and resourceful post-graduate student focused on Tort, Constitutional, Contract, Property and Company Law. Participate in moot courts, preparing and delivering presentations and currently working on a group project on legal skills. Keen interest in Contract Law. Seeking an internship in order to further my knowledge of the legal world with a view to completing my FE1 examinations in the near future.

Have work experience in PwC, hospitality & retail in diverse and fast paced environments. Through an array of academic, sporting and working experiences, have learnt how to work in cohesion with others. Excellent interpersonal, communication, listening and organisational skills. Key strengths: leadership, integrity, critical thinking, solution focused, problem solver, collaborative, attention to detail, analytical, fast learner, adaptable, can work on own initiative and a strong team player.

Administration
Client Relations
Teamwork
Accountancy
Data Analytics

Law and Courts
Presentations
Research
Project Work
Logistics

Negotiations
Digital Business
Leadership
Risk Management
Microsoft Office

PROFESSIONAL EXPERIENCE

The Tote Betting Assistant

Feb 2023 – to present

- Employed as a betting assistant helping customers place bets on horse races of their choice.
- Tasked with accepting cash bets/ paying customers winnings ensuring the cash transactions were correct.
- Monitored cash position stringently to ensure ending balance correlated with all transactions.

Westmoreland Country Club, Chicago, USA Waiter

Jun 2022- Aug 2022

- Worked with the team of chefs and waiting staff ensuring a consistent professional service.
- Interacted with club members and built strong relationships with them.

PricewaterhouseCooper (PwC) Tax Internship

Sep 2021-May 2022

- Tasked with inputting fees for clients into the firm's charging system and ensuring they were accurate.
- Created a tax comparison document to be used department-wide when comparing the tax rates of EU countries and other tax regions.
- Conducted fee analysis and broke down fees to establish the amounts charged on different items e.g admin, tax consultancy, risk management.
- Shadowed partners and directors where I participated on calls with clients/ potential clients and took notes on what transpired. These notes were then formalised and circulated to the relevant partners/directors.
- Selected to send out weekly emails to Partners outlining Client deadline status.

- Joined the sports and social committee and helped organize corporate social responsibility events.

COVID-19 Vaccination/Testing Centre, Punchestown, Co. Kildare May 2021-Aug 2021
Administration Officer

- Contacted people in the local area who were eligible for a vaccine and organised their vaccinations.
- Liaised with nursing homes and arranged vaccinations where necessary.
- Dealt with members of the public, many of whom were anxious or nervous.
- Tasked with labelling the test samples with personal information. It was imperative these were correct to ensure people received their actual results.

Rushe's Supervalu Naas (Supermarket franchise in Ireland) Oct 2019-May 2021
Floor Staff

- Worked as part of the floor staff, duties included stocking shop shelves, dealing with customer queries/complaints.
- Deputized for the Back Store Manager every Saturday morning and holiday relief.
- Ensured the correct stock and volume of stock had been delivered, communicating any errors with the delivery to management.
- Collected and recorded all delivery dockets and post them to head office.

ACHIEVEMENTS & INTERESTS

Academic

- Awarded the Fáinne Oir for fluent Irish speaking in 3rd and 6th year.
- Selected as one of twelve male prefects by my classmates and teachers.
- Completion of the Youth Chinese Test (YCT) in 2017, an internationally standardised test examining one's proficiency in the language.

Sporting

- Member of 4 Junior/Senior Cup rugby squads.
- Naas RFC Towns Cup Squad captain 22/23
- Member of UCD RFC Conroy Cup winning team in 2019
- Played GAA (Gaelic football) with Raheens GFC since youth.

Social

- Took part in the Cycle Against Suicide in 2016.
- Received the Presidents Gaisce Award 2017.
- Recognised for Citizenship awards in my school in 2nd and 3rd year.

EDUCATION

- **Post-Graduate Diploma in Law** Technological University of Dublin **2023 - 2024**
- **Bachelor of Commerce (2:1)** University College Dublin **2019 - 2023**

Relevant modules covered: Financial Accounting 1 (C), Financial Accounting 2 (D+) , Principles of Finance (B-), Law and Courts (B), Marketing: Firms, Customers and Society (B+) , Foundations of Management (C+), Inside Organisations (B+), Data Analysis for Decision Making (C), Business Management Simulation (C+), Business in Society (C+) , Macro-economics (B+), Micro-economics (C+), Maths for Business (C-), Digital Business (C-), Business Law (C), Digital Society (A-)