

# CURRICULUM VITAE

## PERSONAL DETAILS

**Name:** Sayemah Islam  
**Address:** 11 Deer Park, Manor West,  
Tralee, Co. Kerry  
**Date of Birth:** 6<sup>th</sup> February 2004  
**Email:** [sayemah.i567@gmail.com](mailto:sayemah.i567@gmail.com)  
**Contact No:** 0894055676

## EDUCATION

### **Primary School:**

Presentation Primary School Ballymullen Tralee. Co. Kerry (September 2009-June 2016)

### **Secondary School:**

Presentation Secondary School, Tralee Co. Kerry (September 2016-May 2022)

## Educational Qualifications

### Leaving Certificate 2022

<u>Subject</u>	<u>Level</u>	<u>Grade</u>
English	Higher	H3
Biology	Higher	H2
Math	Higher	H4
Irish	Ordinary	O3
French	Higher	H3
Art	Higher	H1
Chemistry	Higher	H4

## WORK EXPERIENCE

### **Nora Power, Noreen Broderick**

#### **Waitress at Brandon Hotel, Tralee Co. Kerry (24<sup>th</sup> June 2022 - Ongoing)**

- Served as a dedicated and enthusiastic waitress 4-5 morning and nights weekly
- Worked as a collaborative team member to achieved the highest level of customer service
- Promoted a pleasant dining experience while adhering to all health and safety regulations.
- Accommodated guests with personal dietary preferences and restrictions
- Remained professional and polite under all circumstances

### **Mrs. Hafiza Mohammed**

#### **Active volunteerism at Tralee Local Mosque (September 2017- September 2021)**

- Assisted the teacher with the students and engaged with students
- Helped and provided extra support to the kids in regards to lessons

### **Dr. Altaf Memon**

#### **Receptionist at Manor Medical Centre, Tralee Co. Kerry (Dec 9<sup>th</sup> 2019-Dec 13<sup>th</sup> 2019)**

- Greeted and informed patients.
- Organised paperwork, handled incoming and outgoing calls
- Planned and scheduled appointments

### **PERSONAL SKILLS/QUALITIES:**

- Received HACCP and Food safety training
- Good communication, management and IT skills.
- Flexible, hardworking and willing to learn
- Work well with kids, enthusiastic and sociable.
- Creative and resourceful.

### **ACHIEVEMENTS:**

- Attained 1<sup>st</sup> (2015) and 2<sup>nd</sup> place (2014/2016) in Religion classes outside school (Islam) and multiple awards for full attendance (2013/2014/2015).
- Achieved the Senior Environment and Sustainability award at Presentation Secondary School Tralee.
- Receives an award for Social Aspect in the UCC HEA Entrepreneurship, Creativity and Innovation Summer School (2021)
- Won an award for Strongest Pitch at the Griffith College Generation Entrepreneur Summer Camp Programme (2021)

### **HOBBIES AND INTERESTS:**

- I have a passion for arts and crafts, makeup and baking.
- I was a member of the Green School Committee in Presentation Secondary School. I was appointed PR for the Green School's Committee (2019). I was the chairperson of the Green Schools Committee (2021/2022).
- I am currently an Events Officer for the Scribble Society at UCC, where I manage and hold events. My responsibilities consists of booking rooms, completing risk assessments, and making sure everyone enjoys and has a good time.

### **Referees:**

**Name:** Ms. Chrisie Kelly  
**Address:** Presentation Secondary School, Tralee, Co. Kerry  
**Contact No:** 066 7122737  
**Title:** Principal

**Name:** Noreen Broderick  
**Address:** Brandon Hotel Tralee  
**Contact No:** 087 291 7308