

# *Curriculum Vitae*

*Presented by*

*Sienna McEvoy*

## *Personal Details:*

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## *Education Details:*

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**2020 – Present** South East Technological University  
Waterford  
**Course** Bachelor of Arts in Legal Studies and Business  
**2020** Waterpark College Secondary School  
Waterford  
**Course** Leaving Certificate – NFQ Level 5

## *Additional Courses:*

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**June - Oct 2022** Legal Secretary – An Introduction to Law in Ireland Course  
**Awarded by** Pitman Training

**Mar 2022** STAND Global Issues Spring Course 2022  
**Awarded by** Suas Educational Development

**Nov 2021** STAND Global Issues Mini Course Autumn 2021  
**Awarded by** Suas Educational Development

**May 2018** Gaisce Bronze Award  
**Awarded by** GAISCE – The Presidents Award

**Awarded by** Graded Examination in Dance – Grade 4 Ballet Award  
International Dance Teachers Association

**Dec 2016** Graded Examination in Dance – Grade 3 Ballet Award  
**Awarded by** International Dance Teachers Association

## *Work Experience:*

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**June 2022 – Present** Waterford Castle Hotel & Golf Resort  
**Position** The Island, Ballinakill, Waterford,  
Marketing Assistant  
*I assist with the advertisement and promotion of Waterford Castle Hotel & Golf Resort through various marketing duties. I assist with similar duties for the Castle's sister property, One the Waterfront, a contemporary seaside restaurant located in Tramore, Co. Waterford.*

### Summary of General Tasks:

- Carrying out administrative duties, such as emails and phone calls.
- Creating and publishing content for the Castle and Golf Club social media accounts.
- Creating digital media designs for newspaper advertisements, flyers and billboard signs.
- Liaising with our website developer, Aró, in relation to seasonal updates.

*I assisted with the organisation and execution of the following events:*

- Waterford Castle Spring Wedding Showcase 2023 and 2024.
- Waterford Castle Santa Experience 2022 and 2023.
- Waterford Castle Golf Club Open Week 2022 and 2023.

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**July – Aug 2021**

**Ardkeen Retail Park, Waterford**

**Position**

Sale Support Team

*Working throughout the summer sales. Aiding customers with queries and retrieving online orders. Cleaning and keeping the shop tidy. I gained experience in all areas within the shop. Collecting and delivering items for shop staff.*

**Mar – Apr 2018**

**The Book Centre**

**Barronstrand Street, Waterford**

**Position**

*Volunteer, I worked during the lead up to the Easter holidays. I assembled and prepared Easter products for sale in the shop.*

**Oct – Nov 2017**

**Little Explorers Montessori Day Care**

**Williamstown Road, Waterford**

**Position**

*Volunteer, I worked in the Montessori during the lead up to the Halloween holidays. I worked predominately with children aged 9 months to 3 years old. I helped out with the children during mealtimes by preparing and feeding the children. I encouraged the children to participate and engage in various activities such as arts and crafts and playing with the toys.*

## *Hobbies, Interests & Achievements:*

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I participated in the performing arts for approximately 14 years spending time in:

- Waterford Ballet Academy
- Mulcahy-Bible School of Dance
- Richie Hayes Stage School
- TheatreBox Stage School
- The Place of Dance & Performing Arts
- Monica Loughman's Academy of Russian Ballet
- Waterford Gymnastics Club
- Donna Murphy Dance & Drama
- Centre Stage School of Dance & Performing Arts

My main interests are the legal systems that govern the Irish jurisdiction and other jurisdictions, language, media and the performing arts.

### **Academic Achievements**

- In 2018, I was a member of the 1<sup>st</sup> place winning team for the Bausch and Lomb 2018 Transition Year Competition. My team represented Human Resources. We visited the Bausch and Lomb factory and we created a presentation based on our findings with help from Representatives of South East Technological University. We delivered this presentation to primary school classes where we encouraged the students to participate in activities based on Human Resources, for example practicing job interviews amongst each other and filling out "child-friendly" CV's. Following this we prepared a presentation that included our findings as a result of working with the students. My role was to put together the PowerPoint presentation. On the final day of the competition, we presented our final presentation to our year, the teachers, South East Technological University Representatives and employees from Bausch and Lomb human resources department. I was a member of the student council.
- I have been nominated, elected and served as class representative of my college course for three consecutive years.
- I am a member of the SETU Law Society and SETU Dance Society.

### **Volunteer Experience**

- From January 2015 to April 2016, I volunteered as an assistant ballet teacher under Monica Loughman's Academy of Russian Ballet. I assisted with the children's ballet classes for children aged 4 – 9 years.