Aoife Cannon

05/07/1996

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**+**353 83 149 5239

**Education:**

* **National University of Ireland, Galway – Bachelor of Laws: LL.B (2018 – present):**

Current Year

Grade Average:

Modules: Equity/ Land Law/ Company Law/ International Protection of Human Rights/ Moot Court/ Family Law/ Criminal Justice/

* **National University of Ireland, Galway – Bachelor of Arts: Legal studies and English (2015 – 2018):**

Final Year

Grade Average: 2:2

Modules: Legal Studies – Criminal Law/ European Union Law/ Administrative Law

English – Genre Studies/ Studies in Modern Irish Literature/ Poetry of World War 1/ Women, Writing and World Literature/ Old English Poetry/ Contemporary Literature

Second Year

Grade Average: 2:2

Modules: Legal Studies – Contract Law/ European Human Rights Law/ Constitutional Law/ Legal Methods and Research

English – Renaissance Drama/ Media, Culture and Society/ Shakespearean Comedies/ 18th Century Studies/ Novelty, Conflict and Scandal/ Worlds in Revolt: Romanticisms

* **Pobalscoil Chloich Cheannfhaola, Falcarragh, Co. Donegal, Ireland (2014 – 2015)**

Leaving Certificate: 395 points

Subjects: Irish (Honours) B3, English (Honours) C3, Maths (Ordinary) C1, Spanish (Honours) C3, Geography C2, Physics and Chemistry C2, Biology D3, Link Modules Distinction

* **Loreto Convent Secondary School, Letterkenny, Co. Donegal, Ireland (2008 – 2014)**

**Experience:**

June 2018 – August 2018: Donegal County Council, Co. Donegal

Position: Receptionist and Assistant to the Head Director of the Centre

Director: Mr. Shaun Hannigan

* Summer Internship in the Regional Cultural Centre office of the Donegal County Council, working as assistant to the head director of the centre.
* Responsibilities included:
* Checking the agendas and routines of different personnel in order to set up meetings and correlate schedules
* Gained proficient experience in Microsoft Excel by rearranging and organising their hard copy documents and uploading them to a Excel spreadsheet
* Taking the minutes in staff meetings
* Greeting viewers that came in and provided them with information about the work and cultural exhibitions that take place in the centre

March 2015 – Present: Rosapenna Hotel and Golf Resort, Downings, Co. Donegal

Position: Waitress and Swimming Pool Attendant

Director: Andrew McLoughlin

* Work part-time in both the dining room of the hotel serving customers food and also in the swimming pool as a swimming instructor and pool attendant, keeping a close eye on any residents in the pool and ensuring their safety when they are using the leisure centre facilities.
* The hotel is a four star hotel and we serve our customers using silver service so it is our duty to give our customers the highest standard of care.
* Responsibilities Included:
* Working effectively and efficiently with other team members to meet customer satisfaction
* Providing high levels of customer care and service
* Forming a friendly yet professional relationship with regular customers
* Ensuring an excellent first impression for all new customers
* Working diligently to ensure the safety of customers in the leisure centre

May 2014 – February 2015: Revive Furniture and Restoration Shop

Position: Shop Assistant

Director: Kathy Dunne

* I worked both making sales on different types of furniture to customers and also behind the till dealing with the exchange of money
* I also worked to help restore furniture that was donated to the shop, stripping it down and restoring it, and also repairing anything that was broken
* Responsibilities Included:
* Working with the exchange of money
* Having good knowledge of the products on sale so I would be able to make successful sales to customers
* Being able to communicate with customers in order to complete sales on products
* Providing high levels of customer care and service

May 2011 – June 2013: Lafferty’s Supermarket, Creeslough, Co. Donegal

Position: Shop Assistant

Director: Annmarie Ryan

* I worked both stocking shelves and behind the counter dealing with customers and the exchange of money on a one-to-one basis
* Responsibilities Included:
* Monitoring and replenishing stock levels
* Working with the exchange of money
* Providing high levels of customer care and service

**Skills and Qualities:**

* Determined and eager to succeed
* Observant and cooperative
* Quick learner with an interest in being challenged
* Customer/client experience focused
* Great teamwork and interpersonal skills

**Interests/ Achievements:**

* Proficient user of Microsoft Excel, Word, Outlook and PowerPoint
* My year studying Information Technology also makes me familiar with the programming of computers
* Obtained a Fainne Oir in the Irish language
* Fully qualified swimming teacher and swimming instructor. I have been swimming since the age of 5 and have competed in and won many medals for my club at all age levels. I have completed every swim and rescue level in swimming and I now take the time to volunteer for the same club to teach young people and children from the ages of 4 as far as 25 how to swim and also how to perform basic life support and first aid
* Fully qualified first aid administrator
* Achieved the Bronze Award in Gaisce, the President’s Award
* Sport:
* Active member of St. Michael’s Gaelic Ladies Football team from the age of 8
* Music:
* Have played the ukulele for the past number of years and currently learning to play the guitar

**References:**

Andrew McLoughlin – Manager, Rosapenna Hotel and Golf Resort

Telephone: 087 3771730

Shaun Hannigan – Director, Regional Cultural Centre

Telephone: 074 9129186

Annmarie Ryan – Lafferty’s Supermarket

Telephone: 074 9138001

Kathy Dunne – Revive Furniture and Furniture Restoration Shop

Telephone: 086 2277663