

AOIFE DELARGY

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EDUCATION

The Law Society of Ireland, FE-1 Examinations

Property Law – Pass

Equity Law – Pass

Tort Law – Awaiting Result

Company Law – Awaiting Result

EU Law – Awaiting Result

Bachelor's Degree in Corporate Law

National University of Ireland, Galway

Result: First Class Honours (1.1)

Final Year Class Ranking: 4th /53 overall

PROFESSIONAL EXPERIENCE

Vodafone Ireland August 2022 - Present

Bid & Contracts Executive (May 2023-Present)

- Manage the Enterprise Deal Review and Approval (EDRA) forum for Large Strategic bids/tenders (from initial approval and resource allocation to solution design and commercial approval)
- Reviewed and approved service contracts (MSA's, amendments and extensions) worth over €30Mil in aggregate.
- Owner/project leader for in-life for a new Contract Management System which provides visibility of €320Mil worth of B2B agreements every year.
- Support sales account managers to ensure proper contract governance is in place
- Trained in Contract Management System Reporting for wider stakeholder groups (finance/sales/commercial/customer operations)
- Implementation manager for Equinox (Billing System) which involves migrating mass business customers to new tariffs using excel and Vodafone's IT systems.

Security Public Policy Analyst (Aug 2022 - Apr 2023)

- Managed and facilitated Vodafone's role in the NCIT (Nuisance Communication Industry Taskforce) led by ComReg.
- Mobilised a cross-functional response to ComReg and NCIT asks between Technology, Regulation, Corporate Security, Privacy and Legal. Included presenting progress updates to members of the SLT.
- Ran weekly internal team meetings as well as organised attendance and any required updates at monthly NCIT and ComReg meetings.
- Held the team accountable as we worked to achieve the outlined short, medium and longer term goals in stopping and preventing nuisance communications.
- Facilitated New Starter Security and Fraud Inductions for all new employees and compiled relevant completion data, meeting Vodafone Ireland's Cyber Security Baseline requirement.

- Ran Phishing Awareness Campaigns in Vodafone Ireland, held corrective training and presented findings to each business units Leadership Team, meeting Vodafone Ireland's Cyber Security Baseline requirement.

Horan & Sons Solicitors Jan 2022 - Apr 2022

Legal Executive to Partner

- Managed case files using 'Partner' software from open to close.
- Assisted in the preparation for trials, including creating case files and briefs.
- General administrative duties in respect of court preparation and file maintenance.

Vodafone (Kelco Communications) May 2020 - Aug 2021

Retail Sales Advisor

- Sold Vodafone products/services and achieved monthly targets.
- Worked as part of a team owning individual targets and contributing to overall store performance.
- Managed administrative aspects of the sale: customer contracts, insurance, repair requests, monitoring stock.
- Maintained a strong knowledge of all Vodafone products, price plans, promotions and services while providing efficient and courteous customer service and assistance in all aspects of products offering and services.

Dunnes Stores May 2019 – Mar 2020

Customer Service Assistant

- Processed sales, returns and exchanges for customers while delivering high quality customer service.

Corrib Oil Sept 2018 - May 2019

Retail Assistant

- Processed sales, returns and exchanges for customers while delivering high quality customer service.

SELECT ACHIEVEMENTS

- IT proficiency in Excel, PowerPoint, Outlook, SharePoint, DocuSign.
- Organised and hosted an event for Security Awareness Week in Vodafone Ireland with external speakers from An Garda Siochana & CCPC.
- Graduate Roadshows & Assessment Centre: Assisted in presenting to colleges about Vodafone's graduate programme. Participated in Q&A panels as part of the Graduate Assessment Centre.
- Code Like a Girl (Coding initiative for TY students) - Ran workshops with students on topics such as Inclusion for All, Women in STEM, Interview & CV tips.
- Launchpad: Worked in a cross-functional graduate team to envision a digital solution to help improve customer experience at Vodafone Ireland. Included carrying out a security/privacy risk assessment.
- Volunteering: Alone & SVP Christmas hamper packing, garden clean-up for GLAS Community Gardens. Organised a charity bake sale to raise money for the community garden as part of Vodafone's Global Action Plan (€300 raised).
- Second place All Ireland Squash Competition 2018.