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| **Address:** | 3 Ardmore Avenue  Cabra East,  Dublin 7 | **DOB:** | 07/ 09/ 1993 |
| **Mobile:** | 085 118 1073  083 889 5868 (Daytime) |  |  |

**Education:**

2013 Leaving Certificate

* 505 Points

2013-2017 University College Dublin (BCL Law with Politics ‘17)

* 2:1 (GPA 3.33)

2018-2019 Advanced Diploma in Data Protection Law, Honorable Society of Kings Inns

2019 Internal Auditor Certificate ISO 9001

**Extracurricular Activities**: UCD Law Society Careers’ Officer, UCD Law Society Debate Speaker, College Tribune Music & Politics Writer, College Tribune Music Editor, Peer Mentor, UCD Law B&L Day Volunteer, UCD Maidens na Gaeilge Debating finalist

**Experience:**

**2017-2018: Bid Writer | NOONAN Services Group Ltd.**

I worked as a Bid Writer at NOONAN Services Group. As part of my job at NOONAN, I was responsible for writing responses to tenders from potential and recurring clients. This required a large amount of research and correspondence with the various business units at NOONAN. This was fast paced job, as the turn-over for each response was usually less than two weeks. I learned valuable skills in general office work, Microsoft Office and teamwork.

**2018-Present: Compliance Inspector | NOONAN Services Group Ltd.**

I currently work as Compliance Inspector at NOONAN Services Group, based out of their Head Office in Swords. I am responsible for ensuring compliance with the Data Protection legislation across the Group, in both ROI and the UK. I manage the online training for over 5,000 staff. I conduct regular site audits and visits, and I liaise with clients over possible risks. I conduct DPIAs and liaise with the various stakeholders when implementing new projects. I review policies and ensure that they are compatible with the data protection legislation. I manage the SAR process.

**Pastimes:**

In my spare time, I teach Irish to secondary school students in the Swords area. I am a native Irish speaker and I have a passion for the language. I use my skills in this area to prepare Junior and Leaving Certificate students for their examinations, and try to instil some of the same passion for the language in them.

**References:**

Available on request.