

Barry Moran
085 837 3237
moranbarry@hotmail.com

PROFILE: Ambitious, hardworking, reliable and self-motivated individual with a strong work ethic. Possesses excellent communication skills with the ability to interact well with people. Has strong administration and organizational skills. Valuable capabilities gained while working in a commercial, and corporate environment. With a special love to travel, having travelled to countries such as China, Mexico and the U.S.

EDUCATION

Third Level University College Dublin 2016-Present
Course: **Business & Law (BBL)**
Current stage: third year, expected graduation 2020.

First Year College Result

GPA 3.60

Second Year College Result

GPA 3.63

Current Year College Result

GPA 3.63

Subjects: Law of Torts; Contract Law; Property Law; Criminal Law; The Law of the European Union; Company Law; Constitutional Law and; Intellectual Property Law.

Second Level Meánscoil Iognáid Rís Naas C.B.S 2009-2016
Naas,
Co. Kildare.

Leaving Certificate Total Points: 535

EMPLOYMENT DETAILS

Tax Summer Intern: PwC Ireland Summer 2018

- Took part in PwC's twelve week summer internship programme.
- Working in the People & Organisation department within tax with a focus on employment tax and global mobility.
- Assisted in general office duties.
- Drafting letters for dispensations and SARP.
- Assisting in revenue audit work and tax appeals cases.
- Preparation of multiple forms for Revenue purposes.
- Completing tax returns and tax packs.
- Note taking during client briefings.

Accounts Payable Assistant: The Queally Group, Naas Summer 2017, 2016, 2015, 2014, 2013

- Secretarial\General office duties and dealing with customers queries.
- Taking telephone calls and direct as and where necessary.
- Accounts processing and posting of invoices on to Insight.
- Updating computer files and data entry.
- Undertaking of monthly statement reconciliation.
- Use of excel spreadsheet to highlight overdue creditors.
- Analysing reasons for payment to suppliers not being made.

- Dealing with queries regarding underpayment/overpayments of invoices.
- Liaising with the purchasing team to ensure correct prices for raw materials, before payment is made.
- Working alongside management to implement a document control procedure and strategy.

Brand Ambassador: Gekko Field Marketing, UK

November – February 2017

- Brand ambassador for a leading wearable technology company, Fitbit.
- Store merchandising.
- Demonstrating and promoting the latest Fitbit products.
- Ensuring sales targets and deadlines were met.
- Offering advice and dealing with customer queries.
- Training staff in electrical retailers.

Administrator: Thornton & Partners, Loss Adjusters, Dublin

February 2014

- Taking telephone calls and direct as and where necessary.
- Courtesy calling to inform customers their claim has been received.
- Registration of claims and updating files.
- Direct visitors to the office to appropriate staff members.
- Dealing with postal correspondence and sending mail.
- Liaising with loss adjusters to ensure they have the correct information to handle claims.

Transition Year work experience: O'Connor McCormack Solicitors

March 2014

- Observing the work of a solicitor and accompanying the solicitor to court.

ACHIEVEMENTS

Attendee UCD Corporate & Commercial law trip to London

March 2018

- Selected to attend a weeklong trip to London representing UCD.
- Attended the offices of Clifford Chance, DLA Piper, Slaughter & May, Freshfields Bruckhaus Deringer, Hogan Lovells, Dentons and Jones Day.
- During our time in these offices we received various presentations/talks from partners and trainees on what life is like as a lawyer in London.
- Participated in many activities and training : teamwork skills, negotiation skills, case studies, attended networking events.

School Prefect	2015/2016
Excellent academic achievement award Leaving Certificate results	2016
Junior Captain Cill Dara Golf Club	2015
Naas Tidy Towns Youth Endeavor Award	2014
Certificate Excellent Academic Achievement	2012
Junior Captains Golf Prize	2013
Certificate Outstanding Results in Junior Certificate	2013
Intel Pi Maths Quiz Award	2013

VOLUNTEER WORK

GAA Umpire, Peer Mentor UCD, Non-Uniform Day School fundraiser, Naas Tidy Towns volunteer 2014, Marshall at the Irish Open Carton House 2013.

INTERESTS AND HOBBIES

Computers and technology, current affairs, walking, golf, fitness and sports.

References available on request