**BILLY MULHALL**

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**PROFESSIONAL PROFILE**

I am a third year student of law looking to join an established firm where I can bring my knowledge, skills and passion for my chosen field. From my work experience to date in the legal, hospitality and retail sectors, I have developed skills in administration and customer service. I approach my studies and work in a self-motivated, diligent and logical way. I enjoy seeing results and consistently strive to achieve the highest possible standards in all I undertake. Working on my own or as part of a team is equally comfortable for me. I possess good IT skills. Now available for summer opportunities in a legal environment where I can, not only develop my skill set but add value.

**WORK EXPERIENCE TO DATE**

**LEGAL**

**July 2019 Mr. Shane Geraghty,** State Prosecutor for County Longford

 **Summer Work Experience**

* Accompanied Mr. Geraghty to the Circuit Criminal Court and the Circuit Civil Court in Mullingar Town.
* Observed court proceedings in depth.
* Broadened my understanding and experience with legal research

**March 2015** **Donal Farrelly and Co.,** Tullamore, Co. Offaly

*Solicitor Firm in Tullamore*

**Transition Year Student Work Experience**

* Assisted in documentation and organisation of documents
* Attended hearings at the local District Court in Tullamore

**August 2017- Present Tullamore Court Hotel,** Tullamore, Co. Offaly

 *Large Midland’s Hotel with Conferencing and Banqueting facilities.*

**GENERAL**

**Waiter** Part-time and weekend work throughout studies

* Greeting customers, seating them at their tables
* Preparing tables by setting up linens, silverware and glasses
* Taking accurate food and drink orders, using POS ordering software, order slips and cash
* Serving food and drink orders

**January 2017-June 2017 Mace Filling Station,** Cappincur, Tullamore, Co. Offaly

**Shop Assistant**

* Cash handling using a POS system
* Washing vehicles
* Assisting clients to their needs
* Working autonomously in the shop and on my own initiative
* Working as part of a team
* Loading and tidying stock

# EDUCATION DETAILS

**THIRD LEVEL:** National University of Ireland, Maynooth Sep 2017 - Ongoing

Bachelor of Law Degree (LLB)

 *Result of Second Year: 2.1*

**SECONDARY LEVEL:** Coláiste Choilm, Tullamore, Co. Offaly 2011-2017

Leaving Certificate & Junior Certificate

# ADDITIONAL INFORMATION

**ACHIEVEMENTS**

* Winner of Novice title for Tullamore CTC Time Trial competition
* Completed Pat Colgan Challenge since 2015, to raise funding for the Irish Kidney Association and Down Syndrome Ireland
* Volunteered for the Irish Kidney Association by assisting in bucket collections and awareness campaigning

#### **TRAINING**

* Fire Safety Course The Food Safety Company **28** **July 2019**
* Manual Handling Training The Food Safety Company **28 July 2019**

#### **COMPUTER SKILLS**

MS OFFICE Word, Excel, PowerPoint

#### **HOBBIES**

I am a member of Tullamore Cycling & Touring Club. I enjoy cycling and partaking in cycling events. I am also a member of the Law Soc at NUI Maynooth. I participate in the Debating Society at NUI Maynooth. I also enjoy going to the gym.

# REFERENCES

* Excellent references available upon request