# Personal Details

**Name**: Ciara Hennessy **Nationality**: Irish

**Email**: ciara.hennessy@gmail.com **Address**: 15 Priory Ave, Eden Gate, Delgany, Co. Wicklow

**Mobile**: 0877505160 **DOB:** 6th of December 1995

# Education

**Second Level:**

Leaving Certificate 580 points

St Andrews College, Blackrock, Co. Dublin

**Third Level:**

Trinity College Dublin 2014-2018

Law and Business Joint Degree

Achieved a 2.1 in Junior & Senior Freshman years

Université de Strasbourg 2016-2017

Studying Law through French at the Faculté de Droit

Studying Business through English at the EM Business School

# Skills

* **IT Skills**: MS Office, Sage Accounts, Sage CRM
* **Language Skills**: Lived in France for two years
* **Communication and Public Speaking Skills**: attended Model United Nation conferences
* **Level 2 Barista Skills Award**

# Employment History

Enclave Technologies Summer 2013 - 2016

* Receptionist Duties – Answering the phone, dealing with queries, greeting visitors
* Tidied CRM database and Sage Accounts

PricewaterhouseCoopers Work Experience 2012

* Worked in the Assurance sector in the International and Domestic Business Department
* Assisted the early stages of an audit in a small team

William Fry Solicitors Work Experience 2012

* Worked in the Corporate Law Department
* Shadowed the work of a solicitor

Theatre Lane Greystones 2015- 2016

* Barista
* Waitress

# Summervilles of Greystones 2014 – 2015

# Barista

* Waitress

# Achievements

* **Gwenda Hurst Memorial Medal** for the highest grade in Ireland achieved in the Leaving Certificate Geography exam.
* *Gaisce* Bronze Medal Award
* Senior Hockey 1st team St Andrews College, Player of the year 2013 Hermes Hockey Club.
* Represented my school in the Kate Russell All Ireland Hockey Schools Tournament 2014
* Won Academic Prizes from 2010-2014

**General**

I am a hard worker (goal driven) and skilful communicator. I enjoy working as part of a team and as a leader. I am exceptionally organised and always motivated and enthusiastic to learn. I am very sociable and friendly towards everyone I meet.

**References available on request**