

# Colm McKay

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## Education

**2014-2018 National University of Ireland, Galway**  
2.1 Bachelor of Civil Law (International) degree;  
Completed Erasmus in Université Toulouse 1 Capitole in 2016/2017.

**2003 - 2014 St. Mary's College CSSp, Rathmines, Dublin**

## Work Experience – Law

**Jul 2015 – Aug 2015 Paralegal, LK Shields, Dublin**

I provided support to solicitors in a commercial law firm, working in partnership with clients to provide business solutions:

- Conducted legal research for solicitors;
- Drafted legal documents and proof-read documents;
- Hand delivered letters;
- Office administration.

## Other Work Experience

**Jun 2018 – Present Bar Staff, The Step Inn/DLSP RFC, Dublin**

**Jul 2017 – Aug 2017 Bar staff, The Yellow House, Dublin**

I assisted in the efficient running of the bar to deliver a high standard of service and client satisfaction.

**Nov 2016 – May 2017 Bar staff, The Killarney, Toulouse**

I worked in a busy bar serving food and drink to a predominantly French clientele.

**Jun 2016 – Aug 2016 Bar staff, The National Yacht Club, Dun Laoghaire**

I worked in the vibrant Clubhouse deploying bar and restaurant services to members and guests:

- Serving drinks;
- Waiting tables;
- Collecting money and balancing receipts;
- Checking identification to verify age requirements.

## SKILLS

- Strong critical thinking skills with experience in research, analysis and making decisions based on my findings to solve problems.

- Sound judgement - discerning thinking, good sense and consider the big picture when making decisions.
- Good interpersonal skills and the ability to develop rapport with others.
- Strong communication skills - active listener, clear and concise written and verbal communication, attention to detail, open-mindedness and respect for others.
- Resilience to work in a fast-paced environment, keep calm under pressure, multi-task and complete tasks to schedule; both on my own and as part of a team.
- Passionate about advising and guiding clients using my knowledge and understanding of law.
- Commercial awareness built through my work experience to date.
- Efficient information technology skills.
- B2 Proficiency in French.

## HOBBIES AND INTERESTS

- **Rugby** – member of Old Belvedere’s senior squad, former NUIG RFC 1<sup>st</sup> XV player
- **Golf** – member of Druids Heath Golf Club, handicap of 16
- **Gaelic Athletic Association** – past player and past member of leadership team for Naomh Olaf football team, past player for Tolosa Gaels football team and an avid Dublin supporter
- **Travel** – seasoned traveller having visited Africa, America and many European countries

## ACHIEVEMENTS

- **Ghanaian Immersion Team achievement** - improved the lives of some living in poverty in Ghana:
  - raised much needed funds for constructing a community well which gave people access to clean safe water;
  - worked as teaching assistant in Ghana in a primary school English language project, sharing knowledge and embracing the Ghanaian culture.
- **Gaelic Athletic Association achievements** - Feile and Minor championships wins with Naomh Olaf football club.
- **Rugby achievements** – 2018 All Ireland Universities Division 3 winner with NUIG. Bateman Cup Winner 2013 with St. Mary’s.

## ADDITIONAL INFORMATION

- Meals on Wheels, Rathgar Volunteer
- Order of Malta Level 1 in Life Saving
- Bronze Gaisce medal
- City and Guilds Level 1 Word Processing, Spreadsheet and Slideshow
- Full, clean driving licence

