**PERSONAL DETAILS**

Name: Ellen Ryan

Address: 21 Kinvara Grove, Navan Road, Dublin 7

Email: [ellenryan2003@gmail.com](mailto:ellenryan2003@gmail.com)

Mobile: 083 4800011

An articulate, accomplished fourth year Business & Accounting Student, at Maynooth University seeking an internship to enhance my academic learning, with practical application in the workplace. An excellent communicator with strong organisational and time management skills, who is a keen problem solver and is very focused on developing a career within Finance. Awarded entrance scholarship due to achievement of 530 points in Leaving Certificate.

**EDUCATION**

**2014 – Present: MAYNOOTH UNIVERSITY**

**BBA Business & Accounting**

**Graduation: 2018**

**First Year College Results 2015: 795/1000 marks: 1st Class Honours**

|  |  |  |
| --- | --- | --- |
| **Module** | **Christmas Exams** | **Summer Exams** |
| Intro to Accounting | 89% | - |
| Microeconomics | 71% | - |
| Intro to Macroeconomics | 80% | - |
| Intro to Management & Teams | 83% | - |
| Intro to Marketing & Sales | 90% | - |
| The Business Landscape | - | 72% |
| Principles of Finance | - | 93% |
| Financial Accounting | - | 74% |
| Microeconomics | - | 69% |
| Intro to Quantitative Analysis | - | 65% |
| Organisational Behaviour | - | 88% |

**Second Year College Results 2016: 680/1000 marks: 2.1 Class Honours**

|  |  |  |
| --- | --- | --- |
| **Module** | **Christmas Exams** | **Summer Exams** |
| Financial Accounting 3 | 51% | - |
| Management & Cost Accounting | 64% | - |
| Intermediate Quantitative Analysis For Economics & Business | 66% | - |
| Corporate Finance | 49% | - |
| Operations & Supply Chain Management | 78% | - |
| Financial Accounting 4 | - | 70% |
| Taxation: Income Tax & Vat | - | 67% |
| Corporate Finance (Financial Management) | - | 71% |
| Marketing Management | - | 90% |
| Management Information Systems & Information | - | 78% |

**Third Year College Results 2017:**

* Spent the year on co-op placement in Ernst & Young and was offered a graduate job.

**Fourth Year College Results 2017: Aiming for 1st Class Honours**

|  |  |  |
| --- | --- | --- |
| **Module** | **Christmas Exams** | **Summer Exams** |
| Advanced Finance For Accountants | - | - |
| Advanced Financial Accounting | - | - |
| Investments (Portfolio Selection & Analysis) | - | - |
| Derivatives 1: Forwards, Futures & Swaps | - | - |
| Business Law & Legal Process | - | - |
| Strategic Human Resource Management | - | - |
| Contemporary Issues in Marketing | - | - |
| Advanced Management & Cost Accounting | - | - |
| Advanced Financial Reporting | - | - |
| Law & Governance | - | - |
| Business, Ethics & Society | - | - |

**2008 – 2014: ST. DOMINIC’S COLLEGE – Secondary School**

Cabra, Dublin 7

**Leaving Certificate Results 2014:**

|  |  |  |
| --- | --- | --- |
| **Subject** | **Level** | **Grade** |
| English | Higher | B3 |
| Maths | Higher | B3 |
| French | Higher | B2 |
| Biology | Higher | A2 |
| Accounting | Higher | B1 |
| Geography | Higher | A1 |

# 2000-2008: MARY HELP OF CHRISTIANS – Primary School

# Navan Road, Dublin 7:

**WORK EXPERIENCE**

**June-July 2017: PricewaterhouseCoopers (Ireland) Ltd**

**Advisory Internship**

I worked in the Advisory, Deals team. I was involved in all aspects of the department. I was on two months summer internship with PwC. I was offered a graduate position at the end of my internship.

**Responsibilities:**

* Reviewed and evaluated client’s proposals
* Helped clients to recover value in an insolvency
* Assessed client’s credit risk
* Helped clients with their queries on mergers, acquisitions and insolvency
* Assisted my team with due diligence

**September 2016- May 2017: ERNST & YOUNG (IRELAND) LTD**

**Assurance Co-op Placement**

I worked in the Assurance, banking & aircraft leasing team. I was involved in all aspects of the department. I was on a nine months co-op placement with Ernst & Young. I was offered a graduate position at the end of my placement.

**Responsibilities:**

* Assisted with preparation of clients account
* Accompanied accountants on client visits and completed audit work
* Analysed company’s performance
* Tested documentation supporting account balances
* Confirmed accounts receivable and other accounts with a third party
* Tested some of the client’s internal controls

**June 2016-Aug 2016: BROWN BROTHERS HARRIMAN (IRELAND) LTD**

**Banking Internship**

I worked with the Client Services team, and was involved in all aspects of the department. I was offered a six months contract post internship but unfortunately this clashed with my nine months contract with Ernst & Young.

**Responsibilities:**

* Reviewed statements and corrected errors
* Tested fund administration process documentation
* Assisted with financial statements
* Followed up PVC breaks
* Helped clients with their queries
* I was responsible for daily banking and bad debts write off

**June 2015 – Aug 2015: DHL GLOBAL FORWARDING (IRELAND) LTD Finance Internship**

Worked within Finance Team, learning about all aspects of the department, including roles and responsibilities. Was offered Summer role, which unfortunately clashed with University commitments.

**Responsibilities:**

* Entering Accounts Payable invoices
* Tested Accounts Payable process documentation
* Assisted in inter-company reconciliation
* Completed analysis of inter-company data
* Performed data cleanse of customer data
* Responsible for daily banking and lodgements

**QUALIFICATIONS**

* ECDL Modules1 – 7 –Fully competent in Word/Excel & other Window Applications
* Full clean driving licence
* Order of Malta courses: - Cardiac First Responder (two years)
* Foundation Level first aid (two years)
* EFR (Emergency First Responder)

**ACHIEVEMENTS**

* **Pieta House:-** Fundraised €5,800 from August to December 2015 (organised pub quiz, bake sale & bag-packing sessions); Sponsored climb on **Kilimanjaro** in Feb 2016;
* Climbed **Everest base camp** in May 2017.
* **Order of Malta:- Senior Team competition wins** 2 years running in Dublin regionals; **Cadet of the Year** - Cabra Unit & represented Unit at All Ireland; As **Social Officer & Treasurer**, organised social events & managed funds in 2015; Helped fundraise €5,000 for Special Needs International Camp;
* **Gaisce Award:-** (Bronze & Silver), currently going for the gold award.
* **School:-** Awarded **Prefect, Student of the Year, gold medals & merits** in: Business, Accounting, Geography & Maths
* Part of fundraising team that raised €3,000 for the Irish Cancer Society & €5,000 for Arc.

**INTERESTS**

* Member of Aquatics, Surf and Outdoor Pursuits Teams at Maynooth University
* Actively involved in triathlon and a member of Activemultisport triathlon team.

**REFERENCES**

**Advisory Department (2017) Assurance Department (2017)** PricewaterhouseCoopers (Ire) Ltd Ernst & Young (Ire) Ltd

Referee: Niamh McGuigan Referee: Siobhan Casey

Position: Human Resources Position: Human Resources

Tel: (01) 792 8550 Tel: (01) 2212711

**Client Services Department (2016) Finance Department (2015)**

Brown Brothers Harriman (Ire) LtdDHL Global Forwarding (Ire) Ltd

Referee: Rebecca Owens Referee: Hilda Hegarty

Position: Human Resources Position: Head of Human Resources

Tel: (01) 6036267 Tel: (01) 8161000