

## Henry Carroll

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A proactive and highly motivated 3rd year Business and Politics student studying at Trinity College, Dublin. I have developed excellent leadership skills through my captaincy role at the Dublin University Hockey Club. I was also the clubs public relations officer and that has given me great communication and people skills. I am very organised and enjoy problem solving.

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## EDUCATION & PROFESSIONAL DEVELOPMENT

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**St Columba's College** (Sept 2012 - June 2018)

**Trinity College Dublin** (Sept 2018 - May 2023) - Business and Politics student

**Sorbonne Université, Paris** (January 2020 - May 2020) - French civilisation and culture (through French)

**Neoma Business School, Rouen** (January 2022 - May 2022) - Erasmus Business student

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## EXPERIENCE

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### Lansdowne College

*General administrator*

Dublin

August 2019 - Present

Lansdowne College offers a diploma course in acupuncture and complementary medicine.

- The receipt and lodgement of course fees and ongoing reviews of the college bank account and financial projections.
- Other responsibilities included overseeing overseas students along with all aspects of their settling in.
- I was also responsible for advertising the course across the various media.
- I was in charge of accepting curriculum vita's from applicants and arranging interview appointments for them.
- Administration which includes general book-keeping.

### Property letting

*Self employed*

June 2019 - Present

- Marketed rental properties, mostly in Dublin on websites such as daft.ie and myhome.ie.
- Wrote and received emails from interested parties, helped keep records of contacts, payments as well as incomes and expenditures.
- Maximised rental income and minimised expenses through arranging cost effective house keeping services.
- Assisted tenants with whatever support they needed promptly and professionally

## **Biblical Studies Tutor**

*Self employed*

June 2018 - Present

- I give grinds to students to prepare them for the annual biblical studies matriculation exam which is accepted by Trinity college and UCAS universities.

## **Spar**

*Shop Clerk*

June - September 2018

- Offered assistance, sold products to customers in the shop and managed the till. I arranged products on the shelves, processed payments and cleaned the shop.

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## **ACHIEVEMENTS**

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- Leaving certificate results - 553 points
- Level B1.2 in french language - mention assez bien - Sorbonne Université, Paris
- Trinity hockey captain (2020 - 2022)
- Public relations officer for Dublin University Hockey Club (2019-2020)
- Completed a marathon in aid of Pieta house charity
- Won the school debating competition twice and was awarded best speaker in 2017 and I was acknowledged as the second best speaker in 2016

## **SKILLS**

- Communication
- Leadership
- Interpersonal skills
- Problem Solving
- Time management
- Organisational skills
- Analytical skills
- Teamwork

## **INTERESTS AND HOBBIES**

- I play a variety of sports regularly, primarily rugby and hockey but also soccer, tennis and cricket
- Member of L'association vieilles maisons françaises (historic building preservation group in France)
- Member of the Dublin University Law Society.
- Member of the University Philosophical Society and the College Historical Society
- Volunteer work for charities such as ARC cancer support and Pieta House
- Member of the Georgian Society

References available upon request