**Maeve O'Brien B.A LL.B**

Irish • Galway, Ireland

**PHONE**00353 86 1703398 • **E-MAIL**msmaeveobrien@gmail.com

**PROFESSIONAL SUMMARY**

I am a multi-skilled professional with international healthcare recruitment experience gained in healthcare recruitment agencies in Ireland

**RELEVANT PROESSIONAL WORK EXPERIENCE**

**International Recruitment Consultant - Healthcare**

(June 2016 – October 2016 )

*ICE Group, Galway, Ireland*

This role involved the recruitment and selection of healthcare professionals in Ireland and the UK for an international recruitment project.

•    Sourcing, recruitment and selection of nurses and midwives as well as ailed health professionals from initial communication stage through to offer.

•    Meetings/conference calls with hiring managers.

Sourcing, recruitment and selection of nurses and midwives as well as ailed health professionals from initial communication stage through to offer.

•   Candidate relationship management.

•   Social Media advertising

**International Recruitment Consultant - Healthcare**

(May 2015 – May 2016)

*PE Global Healthcare, Cork, Ireland*

This role involved the sourcing, recruitment and selection of healthcare professionals at all levels internationally for open roles on behalf of client hospitals and healthcare companies in UAE, Qatar, and Kingdom of Saudi Arabia.

•    Sourcing, recruitment and selection of nurses and midwives, AHP’s, researchers, clinicians and all health professionals at all levels of their career from initial communication stage through to offer.

•    Meetings/Conference calls with hiring managers.

•    Client relationship management and new business development.

•    Coordinating advertising campaigns including Social Media.

•   Candidate relationship management.

•   Compliance

**RELEVANT PROFESSIONAL WORK EXPERIENCE (continued.)**

**Homecare Client Care Manager**

(May 2012 – December 2015)

(September 2009 – March 2011)

*Servisource Healthcare, Galway, Ireland (Healthcare Recruitment Agency)*

* Recruitment and Selection of Homecare Nurses and Care Assistants from identifying resource needs, placing advertisements (Social Media, print and radio), interviewing and offer stages and working alongside third party hiring managers.
* I managed a team of Bookings Coordinators/Assessors who were responsible for placing agency staff in hospitals and homes.
* New Business development; sales calls including field sales, setting up meetings and attending meetings, creating pipelines, gathering and maintaining contact base and identifying new business opportunities, lead generation and delivering presentations to new and existing clients
* Client Liaison: client meetings, client visits and presentations, representing the company at conferences.
* Trainer in Recognizing and Responding to Elder Abuse and Infection Control and I delivered training courses monthly to healthcare professionals.
* Human Resources: performance appraisals, delivering inductions, Performance management including the disciplinary procedure.
* Marketing Campaigns including Social Media, attending conferences and representing the company at industry fairs.

**OTHER WORK EXPERIENCE**

**Administrator – Contract**

**(**January 2015 – May 2015)

National University of Ireland, Galway, Ireland

**Legal Assistant – Internship**

(January 2011 – May 2012)

VP Shields Solicitors, Athenry, Galway, Ireland

**Administrator**

(March 2011 – October 2011)

ORAN Vets, Galway, Ireland

**HR Administrator**

ESBI, Dublin, Ireland, Ireland

 (September 2007 – June 2009)

**Team Coordinator**

SAP, Dublin Ireland

(May 2004– September 2007)

**Customer Interaction Consultant**

SAP, Galway, Ireland

(January 2003 – May 2004)

**European Parliamentary Assistant - Internship**

European Parliament Brussels, Belgium

 (January 1999 – August 1999)

**EDUCATION**

**B.A. Applied Languages French and German (Honors) (2:2)**

(Sept 1996 – June 2001)

*Dublin City University, Dublin, Ireland*

**LL.B. Bachelor of Laws (Honors) (2:1)**

(Sept 2009 – May 2013)

*National University of Ireland, Galway, Ireland*

Including core relevant subjects: • Company Law • Equity & Trusts • Law of Contract • Employment Law

**INTERESTS AND OTHER ACHIEVEMENTS**

**Local Election Candidate in the TUAM LEA, Co. Galway**

(Sept 2013– May 2014)

I contested the local election and although I did not get elected, I attained 6% of the vote, bringing party support from 0% to 6%.

**REFERENCES**

**Matt Carthy**

**Member of the European Parliament, Brussels, Belgium**

Contact details provided on request

**Grainne Killilea**

**Healthcare Manager**

**grainne@peglobal.net**

**Margaret Cox**

**Director**

**Margaret@icegroup.ie**

**Professor Gearoid O’Laighin**

**Department Head – School of Electronic Engineering**

**NUI Galway**

**Gearoid.olaighin@nuigalway.ie**