**Curriculum Vitae- Mark McPhillips**

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D.O.B: 10/06/1991

**Education\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The Law Society of Ireland, FE-1 Examination Candidate:** 2014-2015

Examinations Completed: The Law of Tort, Property Law, Criminal Law,

Company Law, Contract Law and The Law of Equity.

**The Law Society of Ireland, MOOC in Technology Law:** May 2015 – June 2015

Overall Grade Achieved: **Distinction**

**Tubingen Sprachinstitut,** Stuttgart, Germany: Sept-Dec 2014; German Language Studies

European Language Certificate: **First Class Honours Level B1; Level: B2.2**

**University College Dublin:** 2010 -2014; Business and Law (BBL) (Hons)

Overall Grade Achieved: **2.1 Honours Degree**

**Gonzaga College S.J,** Dublin 6:2004 -2010

Leaving Certificate Results: 515 Points (out of 600)

**Work Experience\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Legal**

May 2015 - Present

**Legal Intern** at **Lavelle Solicitors,** St. James’ House, Adelaide Road, Dublin 2

* Member of a highly productive team dealing with personal and corporate insolvency matters
* Draft various proceedings for the District, Circuit and High Court
* Constant engagement in various tasks in enforcement actions throughout the debt recovery process
* Attend legal proceedings, file Affidavits in the Central Office

April 2015 – May 2015

**Assistant to the 34th & 35th Amendments Referendum Co-Ordinator – Grant Lodge Ltd**

* Worked as part of a team organising the Polling Stations, Count Centres and logistical set-up for six of Dublin’s Constituencies
* Dealt with six of Dublin’s Head Constituency Representatives, Dublin’s Sheriff and other Referendum Organisers
* Assisted in the Organisation of Dublin’s largest Count-Centre in the RDS
* ‘Clerk of the Dail’ during the Count Process, RDS Ballot Box Supervisor

**Marketing, Operations and IT**

November 2011 – June 2012

**Brand Ambassador at Insight Marketing**, 40 Lower Leeson Street, Dublin 2.

* Attracted new clients and customers through face to face contact and effective communication.
* Targets set out for each product; comprehensively achieved every objective.
* Invigorated and strengthened various brands through Social Technologies and Customer Interaction.

February - May 2007

**‘Ich bin leise‘ IT Company**, Dettenhausen, Stuttgart, Germany.

* Logistics Department; Dealt with operating system efficiently to dispatch deliveries effectively.

**Sales & Customer Service**

September 2013- December 2014

**Finnegan's Pub and Restaurant,** Dalkey, Co.Dublin.

* Waiter/Bartender; Dealt with customer needs, desires and complaints in a high intensity environment; Strong focus on delivering exceptional customer service.

June -August 2013

**Server/Bartender at Hudson Beach Cafe**, W105th St, New York, NY 10025.

* Served over 100 customers per 6 hour shift in this busy New York Restaurant.

February – June 2012

**McSorley’s Pub and Restaurant**, 3 Sandford Road, Ranelagh, Dublin 6

* Waiter/Floor Staff

**Skills, Interests and Achievements\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* **Languages**: **German:** Proficient speaker having spent a combined six months studying in Munich and Stuttgart. I currently give individual tuition to two Junior Certificate students.
* **French and Irish** Intermediate speaker having completed a Living Languages Course in Nice and three terms in the Irish speaking Gaeltacht.
* **IT Skills:** Microsoft Office, Excel, Powerpoint, ECDL, Prezi, Photoshop and iMovie skills.

**Strong experienced team player with demonstrated leadership qualities:**

* Captain of Granada F.C, Sunday Premier League Team, 2000-2008.
* Represented South Dublin Football Team in European Competitions, 2007.
* Starting out-half for Gonzaga Senior Cup Rugby Team which won the Leinster Vinnie Murray Cup, 2010; currently play tag-rugby.

**Charity:**

* Member of the **Saint Vincent de Paul** Charity in UCD for four years and continue to participate in the 'Soup Run' in the city centre every Wednesday. .

**Travelling:**

* 2014: Inter-railing through Europe.(June/July)
* 2013: Spent two months working in New York, living in West Harlem.
* 2012: Six weeks travelling around South East Asia.
* 2011: Three months working in Vancouver, British Colombia.

**REFERENCES:** Available on request.