**Martha McGarry**

**Personal Details**

Phone: +353 85 1122793

E-mail: marthaamcgarry@gmail.com

Address: Number 1, The Pines, Trimbleston, Goatstown Road, D14 VY76

**Education**

Newbridge College (2010-2016)

Leaving Certificate Examination Results: 605 points

University College Dublin (2016 – present)

Law with Social Justice

GPA: 3.75

Erasmus student at Universitat Pompeu Fabra, Barcelona (January 2019 – June 2019)

**Skills and Achievements**

* Proficient in Microsoft Office and Apple software. Has achieved the ECDL qualification
* Has continuously performed to a high standard academically, winning academic awards throughout her secondary school years and being awarded a certificate by UCD acknowledging high performance in the Leaving Certificate
* Was elected a school prefect by staff and fellow pupils and also frequently sat on the student council
* Captained the Concern debate team in her school for two years
* Holds a full driving license since March 2017
* Voluntary work: Worked in the Wildflower Home for single mothers in Chiang Mai, Thailand during the summer of 2017. Organised her school’s fundraiser in aid of Aware. Regular involvement in soup runs in the city centre
* A Committee Member of the UCD Saint Vincent de Paul in 2017/18

**Employment**

The Attorney General’s Office – July 2019

* Worked as a summer intern in the Office where I was exposed to the work of the Office through attending meetings and discussing legal issues with the staff
* Completed research on various legal matters and wrote up a number of case reports
* Helped with filing and locating documents in the Office’s registry
* Was taught about careful drafting of legislation

Backup Staffing Agency – July 2019 – Present

* Works in various roles as required by the agency

The Body Shop, Dundrum – October 2018 – December 2018

* Worked as a seasonal sales assistant during the busy Christmas period
* Helped customers, operated tills, helped with the lodgement when closing

Nelson the Seagull Café, Vancouver – Summer 2018

* Worked as a waitress in the café during the busy summer period
* Took orders, served customers and helped prepare food

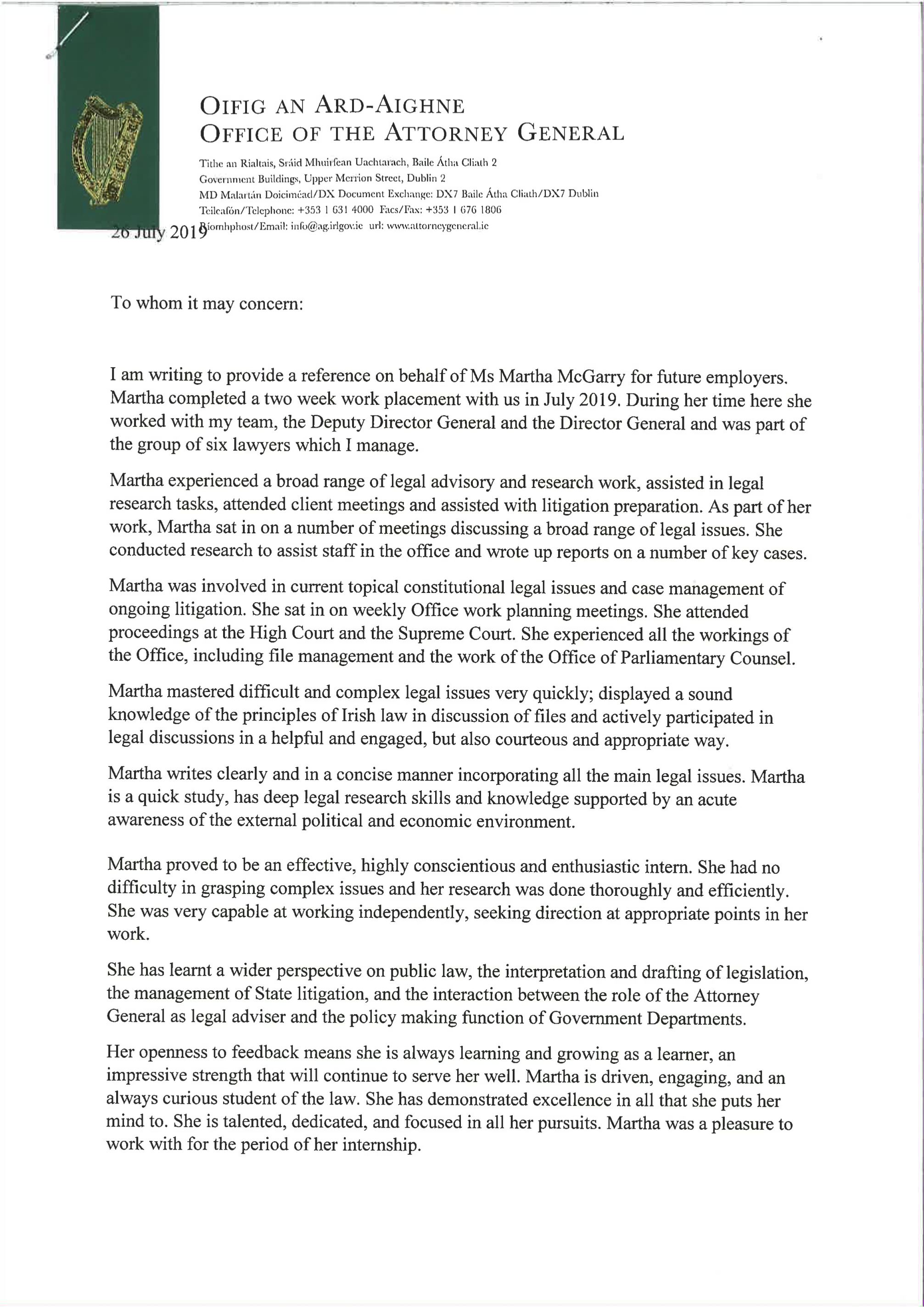
Avoca Monkstown – October 2017 – May 2018

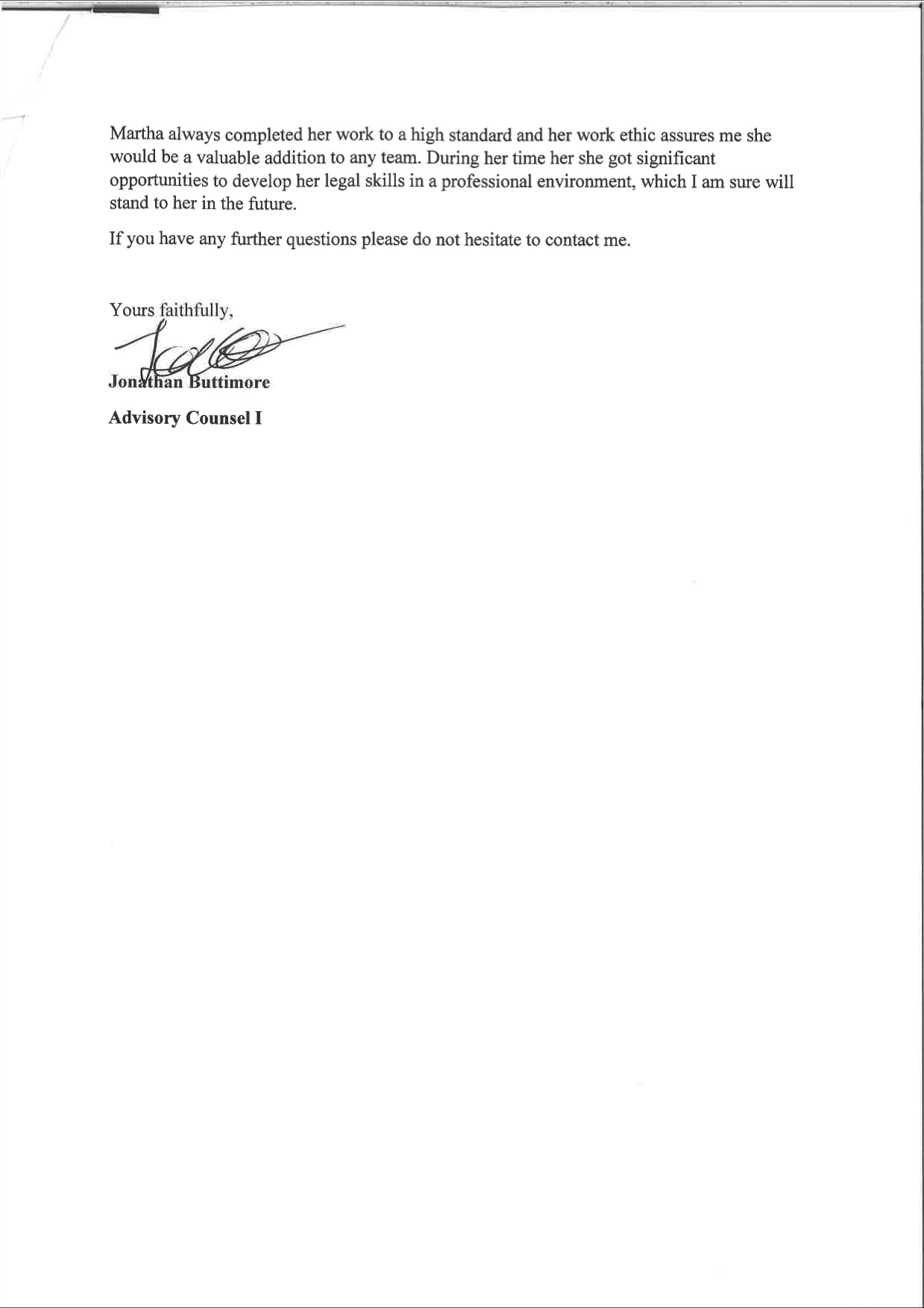
* Served customers food and coffees from the deli and operated tills
* Dealt with customers requests including during the busy Christmas period

Mooch Offices – September 2017

* Was mainly responsible for filing and general organisational tasks
* Assisted with various admin tasks
* Communicated with suppliers

**References available on request.**

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