

# Curriculum Vitae

**Name:** Megan Doyle

**Address:** 55 Goatstown Road, Clonskeagh, Dublin 14

**Phone Number:** 0860731490

**Email Address:** megandoyle37@yahoo.com

## Personal Profile

I completed my Law degree at DCU with a First-Class Honours in June 2021 and began the FE-1 examinations in October 2021. I have now completed seven of the eight examinations and will complete my final exam in October 2022.

Along with having prior retail experience, I spent seven months at a legal firm during my third year at DCU as part of their INTRA programme. This was an invaluable experience as I was afforded the opportunity to liaise with clients daily and attend meetings with senior colleagues. I also gained experience working under strict deadlines while ensuring a high level of precision and accuracy in any work I completed. I am used to working in a pressurised environment and enjoy working with a team while also being able to use my own initiative.

I currently work in a part-time front of house role at a busy take-away establishment which has allowed me to dedicate sufficient time to my studies while maintaining a customer-based role.

I have the intention of beginning a training contract in September 2023.

## Education

### **Law Society of Ireland – FE-1 Examinations (2021-)**

Criminal, Company, Contract, EU, Equity & Trusts, Tort and Property sat and passed to date

### **DCU – Law and Society (BCL) (2017–21) 1:1**

I completed my degree with a 1:1 grade and also undertook a year placement in a law firm as part of my INTRA module in third year.

### **The Institute of Education (2016-17)**

I completed my Leaving Certificate Examinations in June 2017 I achieved the following results in my examinations: Biology (H2), French (H2), Spanish (H2), Irish (H3), English (H4), Chemistry (H5), Mathematics (O3).

**Our Lady's Terenure (2011-16) -** I completed my Junior Certificate in June 2014

## Experience

### **Fired Up Pizza Goatstown**

#### **Front of House (August 2021- )**

I currently work in a front of house role at a busy pizza takeaway establishment. My main roles include serving walk in customers, taking orders over the phone and processing any online orders. Customer service and ensuring customer satisfaction is key to this role.

## **Flynn O' Driscoll**

### **Corporate Intern (September 2019 – March 2020)**

I assisted in a variety of legal transactions and carried out tasks such as liaising with clients on daily basis, preparing and marking up documentation and attending and taking notes of meetings. I worked alongside one of the corporate teams and was assigned to one solicitor for whom I carried out most of my work. I often worked under pressure to meet deadlines if a document was needed within a particular timeframe and I enjoyed working in a busy environment. I also participated in a firm wide initiative where each Tuesday a group of colleagues would attend a primary school in Dublin City Centre to assist young children with their reading skills.

## **Links of London**

### **Sales Assistant (November 2018 – January 2019)**

I worked at the Links of London jewellery concession in House of Fraser where I provided a high standard of customer service to customers and always strived to meet sales targets. I always aimed to aid customers find the perfect gift whether for themselves or a loved one and ensured it was packaged and wrapped to a high standard. My team and I always operated as one to ensure the smooth functioning of the concession and to provide excellent customer service.

## **Next**

### **Sales Assistant (June 2018 – July 2018)**

I worked as a sales assistant in Next Dundrum during their Summer sale. I worked mainly on the shop floor, serving customers and aiding them with any queries they had and in the stockroom, ensuring the stock was prepared and labelled correctly for sale. I was required to work quickly and efficiently to ensure the floor and stock were ready in time for the sale and we worked as teams in various sections of the store to ensure the floor was always kept in order.

## **Dundrum Town Centre**

### **Customer Service Desk - Gift Card Sales Assistant (December 2017)**

I worked at the Customer Service Desk at a busy shopping centre with my primary role being the sale of gift cards however I frequently aided customers with queries about the centre and answered the phone when necessary. As we were often faced with long queues of customers, I was required to work quickly and I felt I maintained the ability to perform at my best while under pressure.

## **Achievements**

- Gaisce Bronze Award (2016)
- Achieved 2<sup>nd</sup> place in U18 High Jump in Dublin in 2016 representing Rathfarnham Athletics Club

## **Hobbies/Interests**

- Reading
- Running
- Aviation

**References available on request**