**Melanie McDonald/Duignan**

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9 Cnoc na Si

Killashee

Longford

mellouised2014@outlook.com

089 2346446

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Profile

I have completed 4th years as a student at Letterkenny Institute of Technology. It was my final year of Law with Criminal Justice and Spanish.

I am very confident when speaking in public as having to present a presentation in college to a very large class and debating matters.

Ability to deal with awkward customers a major plus.

A straightforward, positive and fair person with friendly disposition and a good sense of humor.

I have been employed in positions of trust, handling money on behalf of others

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**Education**

***Letterkenny Institute of Technology BA in Law with Criminal Justice and Spanish – Higher Degree 2016 – 2017***

***Year 4***

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| European Union Law |
| Criminology |
| Human Rights |
| Evidence |
| Language |
| Equity and Trusts  Restorative Justice |  |
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***Letterkenny Institute of Technology***

***BA in Law, Criminal Justice & Spanish* – Ordinary Degree *2012 - 2015***

**Year 1**

Learning & Communication Skills in Law

Legal Systems

Introduction to Criminal Justice

Spanish

Contract Law

Constitutional Law

Information Technology

Introduction to Sociology

**Year 2**

Family & Child Law

Land Law

Introduction to Conflict Studies

Criminal Law

Company Law & Governance

Administrative Law

Criminal Practice & Procedure

**Year 3**

Tort

Alternative Dispute Resolution

Anti-Discriminatory Practice

Victims of Crime

Law Reform Project

Jurisprudence

Workplace Learning

Conveyance

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***Moate Business College***

***Moate Travel and Tourism Level 6 Sept 2011 to 2012***

***Co. Westmeath***

Consultative Selling

Tour Operations

Global Distribution Systems

Word Processing

Sales Presentation

Customer Service

Travel Geography

Tour Operations service

Event Management

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***Moate Business College***

***Moate***

***Co. Westmeath Travel and Tourism Sept 2002 - May 2003***

***Work Experience with Longford Tourist Office***

Customer Service

Communications

Work Experience

Word Processing

Communications

Reception

Sports and Recreation Studies

Tourism Awareness

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***CERT House***

***Amiens Street Dublin 2 Sept 2001 - Nov 2001***

* 13 week Bar Course with Catering

***High School***

***Wilson’s Hospital School***

***Multyfarnham***

***Co. Westmeath Intermediate Certificate Obtained 1997 - 2001***

***National School***

* ***Rathowen National School 1995 - 1997***
* ***Saint Patrick N.S Shercock Co. Cavan 1989 - 1995***

**Employment**

Donegal County Council 18/6/17 – 18/8/17

Lifford Student Summer Scheme

Co. Donegal HR Officer

Work Placement

Seamus Quinn Feb 2015 to May

Solicitor

RedLeaf Industrial estate

Longford

Kelleher’s Bagel Shop

Main Street Christmas 2003

Longford

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PV’s Nite Club

Main Street

Longford Sept 2001 - Sept 2003

Position: full-time bar maid

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Jurys Hotel

Balls Bridge

Dublin 4

Position: Barmaid part-time work experience with CERT Sept 2001-Nov 2001

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The Rathowen Inn

Rathowen

Co. Westmeath Position: full-time bar maid

Responsible for the opening and sometimes closing of the pub, as well as the day to day running of the pub, also involved in serving food

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The Western Gem

Ballinalalack

Co. Westmeath Feb 2000 - Feb 2001

Position: part-time barmaid, shop work and light post office work

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Bloomfield Hotel Summer work 1999

Mullingar

Co. Westmeath

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Café le monde Seasonal work 1997

Mullingar

Co Westmeath

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| ***Hobbies and Achievements*** |

* Previous trainer of the Volleyball team
* Previous trainer of the Rounder’s team
* Previous trainer in Table - Tennis
* I obtained Several Gold Silver and Bronze medals and Trophies in County, Leinster and All - Ireland finals
* Previous athletic runner with Mullingar Harriers
* **Volunteer Work**

**Roi Against Racism**

**Killashee Residents Committee – Secretary**

**Human Trafficking Workshop**

Letterkenny Cultural Centre

Mel Wiggins Co-ordinator

**Killashee Tidy Towns 2012 - Present**

Working with a team and maintaining our village and creating new ideas

**Parents Association -** Treasurer 2014- Present

Working with the principal, staff and board of management to build effective co-operation and partnership between home and school.

Promote the interests of the students in a school in co-operation with the board, principal, teachers and students.

To advise the Principal or the Board on matters relating to the school

To adopt a programmer of activities which will promote the involvement of parents in the operation of the school, in consultation with the principal. Giving information to parents on how they can contribute to school planning and policy making

Gathering views about aspects of school policy from parents

Channeling parents’ views into the policy making process

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**Hobbies**

Since a young age my interests range from a wide selection of , Athletics, Basket-ball, Table-Tennis, Volley-ball, Football, Soccer and most indoor and outdoor events. Former member of the Mullingar Harriers A.C and have won numerous medals, including Leinster and All - Ireland Cross Country running. Played as a member of the Bunbrosna Ladies F.C, also hold 3 bronze Leinster and County medals for Table - Tennis.

* Also hold a Distinction in Speech and Drama
* Also old a Hygiene and Safety Cert

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Reference

Rosemary McClafferty

Donegal County Council

Lifford

Co. Donegal

(074) 9172513

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Mr. Michael Toolin

17 Fairy house lodge

Ratoath

Co.Meath

Tel: 01-8257904

Seamus Quinn Solicitors

RedLeaf Industrial estate

Longford Town

Co.Longford

Tel: 043-3348800

Signed: Melanie McDonald/Duignan ­ \_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_**