# Molly Hughes

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Mobile Number: 0833329550

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*Home Address:* Cedar Gables, Jenkinstown, Dundalk, Co Louth.

“I am a confident and enthusiastic student, who is very efficient and organised.

I work well as part of a team and am willing to take on any challenge”

## Education

Third Level: 2014-2018. Maynooth University, LLB Law.

Most recent results (4th Year semester 1 LLB Law): 1st Class Hons Grade 1

Second Level: 2008-2014. St. Vincent’s Secondary School, Dundalk.

Leaving Certificate 2014: 460 points

## Further Qualifications:

* Completed ECDL course
* Full driver’s licence
* Water-based life-saving qualifications
* Junior Certificate 2011

## Work Experience

August 2015- present **Waitress**, The Food House, Carlingford.

* Part-time waitressing work,
* Take customer orders and serve hot and cold food and drinks
* Handle cash and work the till
* Open and close shop and help to keep shop clean and tidy

June 2017 – August 2017 **Ice Cream Sales Assistant,** Frozen Hoagies, Boston.

* Conferred with other assistants and management to plan each working shift
* Dealt with customers and handled monetary takings
* Balanced cash register at end of shift and ensured floats and cash register were in order for next working shift
* Stocked the shop and events truck
* Cleaned the shop and events truck

October 2013- 2015 **Waitress**, Four Seasons Hotel, Carlingford

* Trained in new staff
* General waiting duties for large groups of guests
* Was responsible for efficiently planning layout of wedding venue

## Skills

* Responsible and organized - punctual, good at multitasking, coordinating and meeting goal requirements.
* Quick and effective researcher and planner. Currently I am doing a research project in university which involves a lot of reading and researching. This skill is essential for working in a law firm. I also have great planning skills which were ignited during my volunteer work through planning events. This skill has also developed from TY when I was organizing the school talent show and mentoring a group. I had to plan rehearsals and arrange suitable meeting times during the planning of the show.
* Strong written and spoken communication skills. These skills have flourished throughout university and have been analysed and improved my lecturers correcting my work. Through mooting in second year, my spoken skills have advanced considerably.
* Excellent interpersonal skills. I developed this skill by doing a lot of volunteer work, team sports and hobbies.

##### Achievements

* Fleadh Cheoil, Solo tinwhistle – first place.
* GAA Ladies’ Football County Club Champions U16.
* Grade 4 classical singing.
* Assigned as a first year prefect and class Vice President.

##### Volunteer Work

* Arch Club – adults with special needs.
* MAP Centre, Lisnadara – working with elderly people.
* Lourdes Youth volunteer – working with sick and elderly people.
* Bumps & Babies, mother and toddler group.

##### Interests and hobbies

* I love singing, especially as part of an ensemble. As well as being in the Secondary school choir and going to singing lessons, I also sang in RTÉ Cór na nÓg for three years. During my time with Cór na nÓg, I performed in Áras an Uachtaráin, on RTÉ’s Late Late Toy Show, at the Mayor of Dublin’s house, and at the National Art Gallery. We also recorded a song for the Ballymun Projects and sang with the National Symphony Orchestra and in St Ann’s Church, Dublin.
* I am interested in exercise and fitness, particularly swimming and horse riding. Thus far, I have gained three water life-saving qualifications. I also used to competitively show jump and have received ribbons for jumping competitions.

##### References

##### Mr Jerome McAteer

**Owner**

McAteers, The Food House,

Carlingford,

Co.Louth.

042-9349994

Further references available on request.