**Education**

2013-Present University College Dublin Business & Law

2013 East Glendalough School, Wicklow Town Leaving Certificate

2010 De La Salle College, Wicklow Town Junior Certificate

**Modules taken at university and grades achieved:**

Business: 3rd and 4th Year

|  |  |
| --- | --- |
| Financial Accounting 2 | A+ |
| Business Strategy | B |
| Gov. the International Business Environment | B- |
| Management Accounting | A |
| Global Business | B+ |
| Global Operations & Supply Chain Management | A |
| Information Management | Pending – Final Year Module |
| International Money & Banking | Pending – Final Year Module |
| New Venture Creation & Development | Pending – Final Year Module |
| Financial Accounting 3 | Pending – Final Year Module |
| Cost Management | Pending – Final Year Module |
| Tax in Society | Pending – Final Year Module |
| Business & Personal Taxes | Pending – Final Year Module |

Business: 1st and 2nd Year

|  |  |
| --- | --- |
| Mathematics for Business | A- |
| Data Analysis for Decision Makers | B |
| Business in Society | B- |
| Inside Organisations | B |
| Principles of Microeconomics | A+ |
| ICT in Business | A |
| Principles of Finance | A- |
| People at Work | B |
| Foundations of Management Thought | B- |
| Financial Accounting 1 | A |
| Business Analytics | B+ |
| Marketing: Firms & Customers | B+ |

Law: 3RD and 4th Year

|  |  |
| --- | --- |
| Company Law 1 | B+ |
| Company Law 2 | B+ |
| Property Law 1 | B- |
| Property Law 2 | A- |
| Family & Child Law | B+ |
| Employment Law: Contract | B+ |
| Intellectual Property Law | Pending – Final Year Module |
| Matrimonial Law | Pending – Final Year Module |
| Employment Law: Rights | Pending – Final Year Module |
| Law of the Internet | Pending – Final Year Module |
| Sports Law | Pending – Final Year Module |

Law 1st and 2nd Year

|  |  |
| --- | --- |
| Negligence & Related Matters | B |
| EU Constitutional Law | A- |
| Criminal Liability | B- |
| Nominate Torts | B+ |
| EU Economic Law | B- |
| Criminal Offences & Defences | B+ |
| Law & Legislation | B+ |
| Contract Law 1 | A- |
| Contract Law 2 | A- |
| General Intro. To Legal Studies | A- |
| Constitutional Law 1 | B |
| Constitutional Law 2 | B |

First Year GPA

* Semester 1 – 3.57
* Semester 2 – 3.73
* Overall – 3.65
* Class ranking - Joint 10th out of 101 students who completed Year 1

Second Year GPA

* Semester 1 – 3.47
* Semester 2 – 3.60
* Overall – 3.53
* Class ranking – Joint 13th out of 74 students who completed Year 2

Third Year GPA

* Semester 1 – 3.53
* Semester 2 – 3.77
* Overall – 3.65
* Class ranking – 12th out of 89 students who completed Year 3

Fourth Year GPA

* Will be available after this academic year

**Leaving Certificate 2013 Results:** 565 Points

|  |  |
| --- | --- |
| Accounting (Higher) | B2 |
| Business (Higher) | A1 |
| Economics (Higher) | A2 |
| French (Higher) | A2 |
| Geography (Higher) | A1 |
| English (Higher) | C2 |
| Irish (0rdinary) | A2 |
| Mathematics (Higher) | B2 |

**Work Experience**

**June – August 2016 KPMG, 1 Stokes Place, Tax Intern**

**St.Stephen’s Green,**

**Dublin 2.**

Worked as a Summer Intern in KPMG’s Construction, Healthcare, Energy and Communication’s Tax Department. During the course of my internship I worked on many of KPMG’s clients. I assisted my colleagues to help complete tax returns and I also completed several returns individually. I was engaged in a great deal of legal tax research during my internship and was also involved in preparing a proposal for a new client.

Summary of main daily tasks:

* Drafting emails to clients and corresponding with clients in order to obtain information needed.
* Corresponding with the Revenue Commissioners over the phone and my email with queries on behalf of KPMG’s clients.
* Completing tasks for trainees, seniors, my manager, associate directors and partners.
* Working on completing tax returns with my colleagues and individually.

**June – August 2015 Deloitte Audit Intern**

**Hatch Street & Hardwicke House,**

**Earlsfort Terrace, Dublin 2.**

Completed the 12-week Summer Internship Program in the Audit Department of Consumer and Technology Business. I gained valuable experience of a professional office environment. I also gained experience from working away from the office at different client sites. During my 12 weeks I was involved with several different audit teams and was expected to pull my weight and contribute to the work that was needed to be done.

Summary of main duties:

* Assisting audit teams to complete audits for Deloitte`s clients.
* Corresponding with a wide range of banks on a daily basis in order to obtain information needed to complete the audits.
* Was part of a specialized team tasked with converting client accounts over to a new database system.
* Worked both in the office and out on client site when requested to do so.

**January - November 2014 Ashford House, Kitchen Porter**

**Ashford, Co.Wicklow.**

Duties Included:

* Kitchen Wash-up
* Bar Floor Work
* Food Preparation
* Serving Customers

**July – August 2010 St.Patrick’s N.S, Caretaker’s Assistant**

**July – August 2011 Wicklow Town.**

**July – August 2012**

Duties Included:

* Grounds maintenance
* Painting
* Window cleaning
* Floor polishing

**May 2011 Muso Guest House, 4th Year Work Experience**

**Fabrezan, Aude, France.**

Duties Included:

* Painting and plastering
* Gardening
* Grounds maintenance
* Cleaning

**Interests & Hobbies**

**Sport & Exercise:**

* Played both Gaelic football and hurling for St. Patrick’s GAA Club in Wicklow Town and also hurling for Faugh’s GAA Club in Templeogue.
* Played soccer for Wicklow Rovers right up their Senior Team in the Leinster Leagues and for my secondary school.
* Was a member of Inbhear Dee Athletic Club in Wicklow Town and participated in athletic events at school and club level up until Leaving Certificate and now continue to run for pleasure and to keep fit.
* Use the gym facilities in UCD on a weekly basis.
* I am a keen Tipperary hurling fan and follow the team right throughout the year.

**Other Interests & College Activities:**

* Writing: I Wrote for the sports section of the UCD University Observer in 2nd year of college.
* I was a Member of UCD SVDP in 1st year of college.
* I was a member of the UCD mountaineering club in 1st and 2nd year and enjoy hiking up the hills and mountains around Wicklow.
* I am a member of the UCD Chess Club which meets weekly.
* I am passionate about music and enjoy listening to various genres and I also attend concerts frequently. Some of my favourite artists include Rory Gallagher, Eagles, Red Hot Chilli Peppers, U2, Fleetwood Mac, Tom Petty, James Taylor and Paul McCartney.
* I love to read in my spare time. Some of my favourite novels include Strumpet City by James Plunkett, the Harry Potter series and Inferno by Dan Brown.
* TV & Film: I love watching films and TV shows from all sorts of genres. Currently my favourite TV shows include Narcos, Marco Polo and Game of Thrones. A few of my favourite films include Braveheart, Into the Wild and Gran Torino.

**Achievements**

* Received the award for the best Junior Certificate results in my school in 2010.
* Awarded the French, Geography, Economics, Business and Accounting subject awards for 5th year in East Glendalough School.
* Winner of the Wicklow/Wexford Soccer Schoolboys League 2013.
* I won 4 Wicklow County Cross Country Championships at secondary school level.
* I received the Entrance Scholar Award for UCD in 2013.

**Skills**

**I.T. Skills:**

* Completed the ECDL course in Transition Year.
* Completed an ICT module at University.
* Currently studying ‘Information Management’ at University which requires extensive use of Microsoft Access in order to be able to create databases.
* Completed an Introduction to Excel course at University.
* Completed various excel training courses in previous work experiences.
* I have been exposed to a variety of different software especially in relation to accounting and tax.
* Proficient at navigating through databases as I have continuously used both business and law databases throughout my degree for research purposes.

**Teamwork Skills:**

* Regularly have to complete group projects and assessments as part of my Business and Law degree.
* Have always been a member of many sports teams to date.
* Was chairman of the student council in 6th year of secondary school.
* Was a member of my school’s orchestra in secondary school.
* Have completed several team building programmes and skills training during previous work experiences.
* Have experience of working in teams on a variety of tasks during my work experiences in professional services firms.

**Administration Skills**

* Strong writing ability both from completing legal essays and assignments as part of my degree and from writing for the UCD University Observer.
* Experience of drafting and reviewing written correspondence from my work experiences in professional services firms.
* Strong communicator from corresponding over the phone both internally and externally during my previous work experiences.
* Proficient at handling and completing varying documentation.

**References available on request.**