

OYINPREBI DEBORAH OLOBIO

Address: 42 Earlsfort Meadows, Lucan, Co. Dublin, K78 ND34, Ireland
Phone: +353 86 083 5214
E-mail: prebio73@gmail.com

EDUCATION

- 2017 – Current: **Dublin Business School – L.L.B. Bachelor of Laws (HONS)**
Current 3rd year student
- 2012 – 2017: **St Joseph's College, Lucan**
Leaving Certificate 2017
Junior Certificate 2014

WORK EXPERIENCE

- 07/2019 – 08/2019: **Hashtag Hotels – Receptionist**
Overseeing day to day operations of our housing
Taking phone calls
Checking in and checking out guests
Responding to guest queries
Processing payments
Completing other tasks requested by manager
- 05/2018 – 06/2018: **Law Offices of Caro Kinsella – Case Assistant / Office Assistant**
Responding to client emails
Speaking to clients over the phone
Liaising with the United States Citizenship and Immigration Services (USCIS)
Filling forms and drafting letters
Completing administrative tasks as required
- 07/2017: **Next plc. – Sales Consultant**
Arranging clothes and re-stocking shelves
Pricing and tagging clothing
Assisting in stock room
Attending to customers
- 07/2014 – 05/2015: **St Vincent de Paul Charity Shop – Shop Assistant**
Volunteering as a shop assistant
Ensuring shoes and clothing are presentable and in proper place
Pricing, labelling and tagging clothes
Operating the till

SKILLS, INTERESTS, HOBBIES

- ▶ Debating, public speaking, swimming, tennis, gardening, music and fashion
- ▶ Dublin Business School Law Society – Committee Member 2018-2019
- ▶ Peer Mentor for Law
- ▶ Class Rep for 2nd Year Law 2018-2019
- ▶ Excellent IT, organisational, decision-making, problem-solving and analytical skills

REFERENCES

Andrew Stoltz
General Manager
Hashtag Hotels
Point Campus, Point Village
Dublin 1
andrew@hashtag-hotels.com

Dr Eimear Long
Lecturer
Dublin Business School
13/14 Aungier Street
Dublin 2
eimear.long@dbs.ie