***Curriculam Vitae***

 **Paddy McCarthy**

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**Profile**

My name is Paddy McCarthy, I am from Annascaul, Co. Kerry, however I am currently a student at University College Dublin, in my 3rd year of a Business and Law (BBL) degree. (With an expected 2.1 honours degree) I am writing to you today to express my interest in your Summer Internship programme for the Summer of 2017. My interest in applying for the Summer Internship at Bryne Wallace stems from your reputation as one of Ireland’s top graduate recruiters in the legal sector, particuraly in your full range of legal services, which would offer me a great chance to gain a breath of experience of different aspects of law.

**CAREER HISTORY**

**The Dingle Skellig Hotel**

**Food and Beverage Assistant**

**Summer 2014 – Present**

* Serving guests breakfast, lunch and dinner
* Serving large banquets such as weddings
* Setting tables and preparing the restaurant or banqueting hall for service
* Prepare and deliver room service requests as required
* Assist the front office team with any ad hoc duties such as taking restaurant bookings over the phone
* Assist the Day/Night porters with luggage or any other service request
* duties
* Answer customer queries and assist customers in a timely manner

**UCD Commerce and Economics Society (C&E Society)**

**Careers Officer**

**September 2016-Present**

* I volunteer my time with two other career officers to manage the Commerce and Economic society for the university
* Organise and manage events
* Invite guest speakers to various events
* Organise CV workshops for students

**EDUCATION**

* 2014-2018 University College Dublin

 Bachelor of Business and Law (BBL)

 (Currently holding a 2.1 honours degree)

* 2008-2014 Christian Brothers School (CBS) The Green Tralee

 Leaving Certificate Hons: Geography (A1) History (A2) Business (A2) English (B3) German (C1) Mathemathics (C2)

**SKILLS**

* Communication-My communication skills come from both my work in the Services Industry (Skellig Hotel) and as a Career Officer for the Commerce and Economics Society
* Team Player- As part of the Commerce and Economics society’s committee, team work was naturally an everyday neccesity, in particular with the auditor and the two other Career Officers on the team.

**ACHIEVMENTS/INTERESTS**

* History- History has always been a keen interest of mine and I’ve read extensively on the subject. American history in particular has been a passion, my interest in history and reading can be reflected by my achievment in winning the Student of the Year in History upon my graduation from CBS The Green.

**REFEREES**

Greg Eadie- Skellig Restaurant Hotel Manager-(085-8724167)

Professor Gavin Barrett, Head of Research, UCD School of Law (+ 353 1 7164140)