**Curriculum Vitae**

**Peter Quigley**

**Personal Details**

Address: Smithfield, Dublin 7. Date of Birth: 29th July 1996 Email: peter.quigley1234@gmail.com Contact number: 0872365166

**Education**

**Secondary:** 2009 – 2015 St Columba’s College, Whitechurch, Dublin 16

**Third level:** 2015 – 2019 Trinity College Dublin

570 points in the Leaving Certificate.

I obtained a 2.1 degree in PPES (Politics, Philosophy, Economics and Sociology).

**Employment History**

**Paddy Power** (June 2021 - August 2021)

* I was a global sports trader. My activities involved trading tennis matches and assessing customer risk based on betting patterns.

**Mullaneys Solicitors, Sligo: (**September 2020- May 2021, various dates in 2017 & 2018)

* I coordinated meetings with clients and updated them on their case progress.
* My other duties involved filing and photocopying, taking witness statements, preparing briefs, summarising medical records and medical reports and preparing loss of earnings claims.

**Finance Executive Dentsu Aegis Network, Dublin, Remote (Sligo):** (October 2019 - August 2020)

* I was in charge of accounts payable which due to the umbrella nature of the organisation could mean 500+ payments during the month, most being in the days leading to month end.
* I managed a team in India who looked after drafting the remittances.
* This experience provided me with a detailed understanding of Excel and Accounting processes. Also, I gained valuable managerial experience.

**Irish Life HR Support Systems:** (September 2019- October 2019)

* I was a temporary administrator facilitating new joiners to the company and providing services for existing employees.
* I facilitated in the transfer to the new HR platform (Success Factors)
* I updated parental leave, sick leave on both systems and provided staff with salary certs and employment references.

**Trinity College Dublin Economics Department:** (May-August 2018 & 2019)

* I obtained a research assistantship in the economics department and I was tasked with compiling a dataset of the US housing market (1890-1990) from historical archives.
* Ultimately, I had accumulated close to 50,000 unique listings from which other researchers could extrapolate economic conclusions with regard to the US housing market. The project was funded by the Lincoln Land Institute.

**Skills & Qualifications**

* I have passed 6 of 8 FE1s (Company, Constitution, Tort, Property, Contract, Criminal)
* Proficient in Microsoft Office (Word, Excel, Powerpoint, Outlook), The Google Suite, Opsis & ALB (Legal Case Management System), CSS .
* During my time at Trinity, I was a Latin Tutor for Junior & Leaving Certificate pupils, and some undergraduate students through the Modern Languages Society.
* I hold a full (clean) Driving License.

**Interests & Achievements**

* I am an avid reader of history, science/technology, political and current affairs. I play rugby with Old Wesley RFC and soccer with Ballisodare United.
* St Columba’s College Rugby 2015 Players’ Player of the Year, Senior Latin Prize, Senior Physics Prize.
* National Finalists of Neymar Jr’s Five-a-side Football Tournament 2017.

**References available on request**