**CURRICULUM VITAE**

**RACHAEL SMITH**

**PERSONAL DETAILS:**

**NAME:** Rachael Smith

**ADDRESS:** 44 O’Raghallaigh Park,

Cavan,

Co. Cavan.

**TELEPHONE:** 086 1928405

**EMAIL:** smithrachael040@gmail.com

**DATE OF BIRTH:** 4th January 1999

**SKILLS AND QUALITIES:**

Conscientious and good team-worker, excellent communication and interpersonal skills.

**EDUCATION:**

**2011 – 2016** Loreto College Cavan, Co. Cavan

**Leaving Certificate 2016**

**Subject Level Grade**

English Higher B3

Irish Higher A2

Maths Higher C2

Geography Higher B2

French Higher B2

Biology Higher C2

Accounting Higher C2

**2016 – 2020** Maynooth University

**2018 – 2019** l’Université Catholique de Lyon, France

I am a recent law graduate with a 2.1 BCL International – Law with Nua-Ghaeilge degree from Maynooth University. I spent one year abroad in Lyon as part of my programme. This allowed me to develop an expanse of legal knowledge and research skills.

**WORK EXPERIENCE:**

**DATE** **EMPLOYER**

August 2016 – present Apex Fire Ltd.

**DUTIES**

Contacting customers in relation to payment of overdue invoices, daily cash and cheque lodgements, liaising with our technicians nationwide and with national management in relation to overdue jobs, coordinating people to jobs, resolving customer queries, reception cover.

**INTERESTS AND HOBBIES:**

* I am very interested in travelling – I spent a year abroad in France as part of my degree
* I have a love for languages, particularly Irish and French. I also enjoy learning about new cultures
* I have a keen interest in social and political justice

**ACHIEVEMENTS:**

* Senior prefect in 6th year of school
* Completed leadership modules including communication, conflict resolution, event planning and leadership
* Competed competitively in Irish dancing for 11 years
* First place in the Windows National Poetry Competition 2015
* Competed in Bréagchúirt Uí Dhálaigh 2017 – a moot court through Irish hosted by the King’s Inn
* Completed Bright Network’s “Company Law” online internship

**REFEREES**

Mr. Shane McMenamin, Service Support Team Manager, Apex Fire Ltd.

Tel: 049 437 1482

Email: shanemcmenamin@apexfire.ie

Dr. Amina Adanan, Lecturer, Maynooth University

Email: amina.adanan@mu.ie

I would like to take this opportunity to thank you for reading my Curriculum Vitae.