Robert Murphy

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**EDUCATION**

**UNIVERSITY COLLEGE DUBLIN** Business and Law (BBL) September 2013 – May 2017

**Current Grade: 2:1 G.P.A: 3.28**

**Relevant Modules:**Torts (A), Contract Law (A-), Criminal Offences and Defences (A-),

Maths for Business (A), Inside Organisations (B+)

**Certificate in Work Related Learning: 2015 awarded by UCD**

Participated in Corporate & Commercial Law Study Visit to London in 2015; engaged in activities in London law firms (including Clifford Chance, Slaughter May, Linklaters, Norton Rose Fulbright, Herbert Smith Freehills, Jones Day, Clyde & Co. and Baker McKenzie), networked with trainees, associates and partners of eight London firms and gained valuable insight into working life of a London solicitor.

**Extracurricular Activities**

**1. Class Representative for UCD Law School Staff Student Forum 2014/15**

Conveyed concerns to staff on behalf of the class regarding law modules and liaised with staff to provide information on the curriculum to the students.

**2**. **Chairman of UCD Symphony Orchestra (UCDSO) 2015/16**

Organised UCD Performing Arts Ball with UCD Musical Society in Radisson Hotel, aided in the organisation of UCDSO concerts, coordinated committee meetings and designated tasks to eleven committee members whilst playing in rehearsals and concerts as the sole bassoonist in UCD.

**BLACKROCK COLLEGE** Leaving Certificate 2013 September 2001 – May 2013

**Grade:** 525 points

**Subjects**: French, Latin, History, English, Irish, Maths, Physics

**Achievements**:

Class Representative (2008, 2009, 2011), Green Schools Chairman (2011, won Green Flag)

Prize Day: French Prize (2012, 2013), Latin Prize (2009), Honours List (2009, 2010)

**LANGUAGE SKILLS**

**French – (Spoken Fluently)** - Diplome de Français Professionnel B1 (Business French course - Distinction)

**Chinese – (Mandarin, Beginner)** - HSK Chinese Proficiency Test Level 1 (Distinction)

**WORK EXPERIENCE**

**BEACON HOSPITAL**

1. **Phlebotomist (August 2014 – Present) (Once Weekly)**
   * + - Promoted to phlebotomist within 8 months of employment, the minimum time requirement; currently the only non-medical student on the team

* Collaborate with team of 12 to collect blood for laboratory tests which is crucial for patient diagnosis
* Ensure accuracy in patient identification in drawing blood, and follow all safety protocols

**Key Skills:** Team working, focus, efficiency, technical skills e.g. effectiveness in venepuncture

1. **Clerical Work (January 2014 – Present) (Once Weekly)**

* Seconded by Human Resources from Healthcare Assistant role to complete clerical work for the Clinical Operations Manager and the Quality and Finance Departments
* Correspond with patients to schedule consultant appointments in Beacon and in other satellite clinics and provide administrative support i.e. correspond filing, sorting and scanning
* Played key role in helping the hospital update policies and procedures following major change initiative

**Key Skills:** Attention to detail, organisation and planning skills, communication skills, IT proficiency (MS Office)

1. **Healthcare Assistant (December 2013 – Present) (Once Weekly)**

* Member of small team of three assisting nurses in their work on all wards; check patient vital signs and ensure exceptional patient care;
* Assigned to all wards i.e. Oncology, Cardiology, Orthopaedic and General Surgery and recently appointed to Emergency Department to assist patients who had just been involved in accidents or who needed urgent care
* Trained in Basic Life Support, Haemovigilance, Manual Handling, Falls Assessment and Infection Prevention

**Key Skills:** Interpersonal skills, swift reaction to situations, written and verbal communication skills

**AMOSS Solicitors** February 2015

* Tasked with filing and closing cases on an online database to maintain client records
* Filed, sorted and photocopied classified files and responded to new requests from solicitors

**Key Skills:** Administration and organisational skills, problem solving, interpersonal skills

**My Yogurt, San Diego** (Mostly night shifts – 6pm-3am) Summer 2015

* Member of sales team of 10 entrusted to manage the stores both with co-workers or alone
* Communicated and dealt with customers, particularly during ComicCon (world’s largest comic book and pop culture convention).
* Held position of trust in terms of store security and handling cash and lodgements
* First person hired by the expanding company without any contact with owners prior to employment

**Key Skills:**  Customer service, communications skills, commercial awareness, cash management

**Hollister Co, San Diego** Stock Associate (Afternoon shifts) Summer 2015

* Used knowledge of product range to assist customers to find and purchase desired products
* Maintained stock levels across all ranges to meet customer needs and entered products on the company’s electronic system to facilitate product tracking

**Key Skills:** Self-confidence, Initiative, Interpersonal skills

**Additional Voluntary Experience**

* Blackrock College Pastoral Placement Programme: Volunteer in St Mary’s Centre Nursing Home
* Helper in Dublin Diocesan Pilgrimage to Lourdes (2012)
* Benincasa Special School, Blackrock – Rugby Coaching

**ACHIEVEMENTS**

* Committee Member of Commerce and Economics Society (102nd Session and 103rd Session)
* Class Representative: 2008, 2009, 2011
* Chairman of Green Schools Committee 2011, Member 2009 - 2011
* Public Speaking: RIAM Level 8 (Distinction)
* Music: Bassoon RIAM Grade 7, recipient of Scholarship in Grade 3, Musicianship Grade 7
* Athletics: Schools East Leinster winner in 100m (PB: 11.1s) and 400m (PB: 52s)
* School Rugby: 2002-13, Junior League Team Winner (Vice Captain 2010)
* RFU (Rugby Football Union) Referee Qualification
* RLSS UK National Pool Lifeguard Qualification
* E.C.D.L. (European Computing Driver Licence)

ACTIVITIES and INTERESTS

* Soccer: Captain of soccer team in UCD Superleague 2015/16
* Athletics: Member of UCD Athletics Club and DSD Running Club
* Other Interests: Film, TV, Travel, Quiz Competitions

REFEREES – Available on Request