RONAN BUCKLEY

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## Education

Third Level: National University of Ireland Galway

- Bachelor of Civil Law (2013-2017)

* University College Dublin

- Bachelor of Commerce (2011-2013)

Second Level: Bandon Grammar School

* Leaving Certificate (450 points) (2005-2011)

## Work Experience

**Buon Gustaoi Catering** (Sep '15 - Feb'16)

Bandon, Inishannon, Dunmanway, Cork.

Position: Assistant Supervisor

Duties: As the assistant supervisor I had responsibility for ensuring all the staff had complied with the standards set out in the HACCP manuals in relation to cleanliness and cooking procedures. I was also in charge of dealing with customer complaints and resolving disputes in the workplace. I had other responsibilities such as dealing with the cash at the end of the night as well as normal day to day activities such as stock rotation, cooking etc. Finally I also had to ensure that the other outlets in the business were kept stocked correctly as the Bandon shop is the hub for all of the other outlets. This allowed me to develop skills in areas such as communication, teamwork and organisational skills.

**Buon Gustaoi Catering** (Aug '15 - present)

Bandon

Position: Counter Assistant/Delivery driver

Duties: General customer service duties when in the shop included answering the phones and taking orders via both the phone and over the counter as well as general cooking. I also did deliveries with the shop van to both customers and delivering stock to the other outlets. This allowed me to work under pressure efficiently and helped me learn how to deal with time limits and quality control.

**Michelle Moloney HR** (Oct ‘13 – Apr ‘14)

Carrigaline, Cork.

Duties: On behalf of Buon Gustaoi catering I worked alongside Michelle to create a standards of procedure manual for the business. I created the manual and then in correlation with Michelle we adjusted this to ensure its legality. I also over the course of the summer helped her create the contracts for staff in the business. This was my first insight into the area of contract law which helped me decide this was an area I wanted further my career in.

## Skills & Achievements

* Full clean driving licence
* HAACCP
* Advanced computer skills
* Positive attitude and self-motivated
* Strong interpersonal skills
* Excellent organisational skill

## Hobbies & Interests

* Athletic sports: rugby & soccer
* Music:
* Golf
* Film and reading

## References

Available on request