Sallyann mccoy

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| Dael lodge, 3 taney park, dundrum, dublin 14. |
| Phone 0871279200 • E-mail sallyannmccoy94 @gmail.com |
| [Education](#Education Help) |
|  | 1998 - 2002 **Notre Dame Des Missions**, Churchtown, Dublin 14. 2002 - 2012 **The Teresian School,** Donnybrook, Dublin 4.2012-2015 **University College Dublin**: Bachelor of Social Science: awarded with a 2.1.2015-2017 **University College Dublin,** Masters in Common Law. |
| [Work Experience](#Work Experience Help) |
|  | **Legal work experience:**June – August 2016 **Coleman Legal Partners,** Dublin 2.**Summer Internship** * This experience was very beneficial to me and relevant going forward in pursuing my career in law.
* One of my main duties within the firm was to prepare briefs for the barristers that had been instructed by the firm for various cases. I found this task to be both interesting and informative as a law student.
* I also helped out with general day to day administration aswell as aiding my team members in the preparation for court.
* I enjoyed the team dynamic within the firm and was pleased to have played even a small part in the process.
* The most important thing I learnt in Coleman Legal Partners, is that it is vital that you explore every precise detail in each case and even the most minor detail, if gone unnoticed, can determine the overall outcome of your case.
* I believe this experience will stand to me when I begin my traineeship.

**Non-legal work experience:**September 2016 – present **Calvin Klein,** Dundrum Role: **Sales Advisor****Duties:*** Responsible for driving sales using skills in customer service and product knowledge.
* Represent the Calvin Klein brand and its values.
* Working as part of a team to reach daily targets.
* Cashier responsibilities.
* Handling customer returns and complaints.
* Fitting room duties.
* Maintaining the stockroom and taking in deliveries when they arrive in store.

October 2012- September 2016 **Argos,** Nutgrove.Role: **Customer Advisor****Duties:*** Handling customer returns and repairs in a professional and efficient manner.
* Advising customers with technical information for electronic and other items.
* Organising the stock room when new items arrive and during deliveries.
* Training new staff members to use the different systems.
* Assisting in the organization of staff members during the working day.
* Entrusted with counting high value stock and stock transfers.
* Maintaining sales area displays and stock.
* Manning the till and putting through various orders.
* Manning the jewellery counter, showing and informing customers about various pieces.
* Working as part of a team to ensure a fast and reliable service for customers.
* Working towards and reaching various sales targets.

March-October 2015 **The Dropping Well,** MilltownRole: **Floor Staff / Waitress****Duties:*** Serving food and drinks.
* Building rapport with customers.
* Working as part of a team with bartenders and other staff members.
* Taking orders.
* Keeping the floor tidy and ensuring customers receive a fast and pleasant service.
* Working events.
* Dealing with cash and credit card transactions.

Transition Year 2009 * **Independent Youth Theatre**, Claredon Street.
* **Mackens Pharmacy,** Blackrock.
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| Skills |

* Professional and positive attitude to work
* Enjoy being remunerated on my performance
* Excellent computer skills having completed the full ECDL course
* Ability to work under pressure
* Conscientious particularly with time keeping
* Enjoy working as a team member to solve problems and obtain common goals
* Awarded with the Diligence and the Commitment & School Spirit award in both 5th and 6th year of secondary school
* Received the Bronze an Gaisce award in transition year of secondary school

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| Hobbies and interests |

In my spare time I enjoy running, going to the gym and spending time with friends. I help out in a yoga studio which gives me the opportunity to practice yoga in the evenings. My hobbies are singing, dancing and drama. I have taken part in various musical theatre shows in the National Concert Hall and numerous singing, school choir and drama competitions over the years. I particularly enjoy singing and have sang solo at many church events for my school and St Michael's house. I have a passion for theatre and film and try to see a new play or musical at least once a year.

I love interacting with people of all ages and in transition year I enjoyed volunteering in St. John’s Nursing Home, Mount Merrion every Thursday. On the other end of the spectrum, I mentored 6th class students as part of the “Faith Friends” programme in my school which prepared them for making their confirmation and their transition into secondary school the following year. I am an active member of the UCD St Vincent de Paul organization and help out with the weekly soup runs for the homeless.

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| References |

Anthony Carty,

The Teresian School,

Donnybrook, Dublin 4.

Tel: 01 2691376

David Keogh,

Argos, Store C,

Nutgrove Shopping Centre,

Rathfarnham, Dublin 16.

Tel: 01 4994251

Colleen Russell,

Coleman Legal Partners,

54 Fitzwilliam Square,

Dublin 2.

Tel: 01 5313800