

## **Curriculum Vitae - Trish McGrath**

Address: Cloncullen, Ballymahon, Co. Longford.

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**Profile:** Highly motivated Business & Law undergraduate that is extremely hard working, driven and keen to find a position within your business.

### **EDUCATION**

**2012-Present**

**Bachelor of Business and Law University College Dublin, Belfield, Dublin 4.**

**Expected Degree:**

**Second Class Honours, Grade 1**

**2010-2012**

**Yeats College, The Grammer School Building, College Rd, Co. Galway.**

### **Leaving Certificate**

**Results:**

Business (HL): A1

Maths (HL): A2

Irish (HL): B2

Accounting (HL): B1

English (HL): B2

Physics (HL): B3

Chemistry (HL): B3

French (OL): B1

**Total Leaving Certificate Points = 545**

### **LEGAL EXPERIENCE**

**March 2014:**

**Eversheds Solicitors**

Position:

Legal Intern

My Responsibilities:

I worked as a Legal Intern during the Easter break from College in 2014. I worked on a large team-based project. My role involved organising, reviewing and drafting documents for court, drafting letters, answering and making telephone calls and inputting data onto a project management system. The experience undoubtedly enhanced my teamwork and communication skills.

### **OTHER EXPERIENCE**

**Present:**

**Society of Saint Vincent de Paul, UCD, P.O Box 48, UCD – Belfield, Dublin 4.**

Position:

Treasurer

My Responsibilities:

I am the Treasurer of the St. Vincent de Paul Society in UCD for the second year running. Not only have I been managing the accounts for the Society but I have also played a key role in the organisation of events and in the welfare aspect of the society. I have learnt a great deal and the experience continues to enhance my people skills. I also feel that my time keeping skills have improved as I have had to meet both college deadlines and the deadlines stipulated by the societies management team and SVP National over the past two years.

**June-August 2015:**

**Ernst & Young, Harcourt Center, Harcourt Street, Dublin 2.**

Position:

Tax Intern

My Responsibilities:

I secured a placed on the Summer Intership Programme in Ernst & Young last summer. I worked in the corporate tax department for twelve weeks where I was challenged to deal with numerous clients and various aspects of tax reporting. I also became an integral part of our Business Challenge group and I

was chosen by our supervisor/director to summarise our proposal to a panel of partners towards the end of the internship. I also got the opportunity to work on a brief to council where I was delegated the task of researching and summerising approximately thirty cases to support and strengthen our argument. I found this a thoroughly enjoyable experience and it enhanced my people and communication skills. I was offered a graduate contract with the firm but I feel a career in law would be more suited to me especially after working primarily on law-based activities while working there.

#### **Summer 2006-Present**

Position

My Responsibilities:

#### **RiverInny Veterinary Clinic, Ballymahon, Co. Longford.**

General Position

I have been working part time in our family run veterinary practice for the past number of years and have had a general position, dealing with not only the care of animals and secretarial work but dealing with the accounts of the practice. The job has certainly enhanced my communication skills and my ability to assess situations and quickly adopt to find the most appropriate solution. It has instilled in me a focus to ensure clients' needs are met while managing and delegating a heavy workload between three veterinary surgeons throughout the working day.

#### **SKILLS PROFILE**

- ❖ Exceptional Communication and Interpersonal Skills as a result of my past work experiences.
- ❖ Excellent Research Skills which developed throughout my undergraduate degree.
- ❖ Strong aptitude in using Microsoft Word, Excel, PowerPoint, Outlook and Legal databases.
- ❖ Excellent teamwork skills which have been enhanced significantly as a result of being team leader of my Business Challenge Group in Ernst & Young.
- ❖ Organisational and planning skills which developed mainly from working in my family's Veterinary Clinic from a young age.
- ❖ Clear Writing Style.
- ❖ Ability to work independently due to the demands of the being the Treasurer of Saint Vincent de Paul.

#### **ACHIEVEMENTS AND INTERESTS**

- ❖ I received an entrance scholars award for my leaving certificate on commencement of my studies in UCD.
- ❖ I have been elected as the Treasurer of the Saint Vincent de Paul Society in UCD for the second consecutive year.
- ❖ I have been playing the piano for 12 years and I am currently aiming to achieve a diploma with the Royal Irish Academy of Music after recently completing Grade 8. I also play the fiddle and I have taken part in Fleadh Cheoil na hÉireann.
- ❖ During transition year, I took part in our school debate team. I was one of four students selected to represent Mercy Secondary School in Ballymahon.
- ❖ I play many different sports such as Football, Camogie and Basketball. I was a member of the Mercy Secondary School Basketball team and I was an integral part of our team when we placed 5<sup>th</sup> in Ireland in the schools A-division competition. I also represented my school in a fencing competition in which three girls were chosen to do so.
- ❖ Last summer I went intertrailing across Europe. It taught me some valuable lessons about responsibility and being aware of your surroundings. Most importantly it showed me how to assess tricky situations and deal with them. It has undoubtedly given me a greater sense of independence.
- ❖ I completed a Skydive during my intertrailing trip while in Lake Bled in Slovenia.

#### **REFEREES**

Terry Fahy  
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The Old Grammar School,

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