**Warren Sexton**

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**Profile**

I am a determined and ambitious Business and Law graduate with a strong academic record. I am a diligent, motivated and sociable individual who enjoys working and communicating with others in the accomplishment of tasks. I have just completed a masters in International Law and Business undertaken in Smurfit Graduate Business School/Sutherland School of Law (UCD) and I am awaiting final results.

**Education**

**2017-2018: MSc International Law and Business, Smurfit Graduate Business School/ Sutherland School of Law, University College Dublin.**

**Modules:**

* Work and Employment in the Global Economy (10 Credits) A-
* Commercial Networks (10 Credits) B+
* Data Protection and Privacy Law (10 Credits) C
* Transactions (10 Credits) B
* Mindfulness and Resilience in the Workplace (10 Credits) A-
* International Commercial Arbitration (10 Credits) B+
* Project Module (30 Credits) Results pending
* **Writing:** Co-Author of “The Gender Pension Gap” completed as my final project in the masters in International Law & Business.

**2013 – 2017: Business & Law (BSc)Dublin Institute of Technology**

* **Overall Result:** Achieved Second Class Honours Grade (2:1)
* **Writing:** Thesis completed in final year of my undergraduate degree titled “An Investigation into the Relationship between Employee Turnover and Retention Strategies: A Case Study on Tesco”.

**Modules:**

* Employment Law
* European Human Rights Law
* Evidence Law
* Marketing Communications
* Applied Project (Thesis)
* Global Strategic Management

**2007– 2013: Meánscoil Iognáid Rís (Naas C.B.S), Corbans Road, Naas, Co. Kildare.** Leaving Certificate – 440 points

**Legal Experience**

**May 2018 – August 2018** **Research Project in Conjunction with Mason Hayes & Curran, Overseen by Partner Stephen Gillick, South Bank House, Barrow Street, Dublin 4**

* Conducted a research project as a part of the MSc project module, which was overseen by Stephen Gillick.
* Attended meetings on a weekly basis, researched books, reports and records.
* Researched relevant experts in the area related to the project and contacted them to arrange meetings to discuss our research. We managed to arrange 10 meetings of experts in the field of pensions law such as a MEP, A partner from a top law firm and a representative from the Pension Authority of Ireland.
* Took minutes throughout all the meetings we conducted.
* Researched relevant legislation and prepared relevant solutions to the topic at hand.
* Finished the text and altered the visuals in order to complete a presentable report.

**Part Time Employment**

**May-August 2015, May-August 2016 EMCO Panel Systems Ltd:** **Summer Internship**

* Front of house, working on the office reception greeting clients and contractors.
* Corresponded with clients by way of email and telephone.
* Responsible for general accounting and administration, I used SAGE accounting package and inputted data on a regular basis.
* Monitored employees expenses and took relevant receipts, displaying these in a comprehensive excel spreadsheet.
* Responsible for data entry and organising a coherent database for files previously only available in hard copy.
* Corresponded with the newly established overseas office to help with any queries they had in relation to the day to day running of the company’s database and specific computer programs.

**October 2015- Date, Pattina Products Ltd (Mc Donald’s): Crew Trainer**

* Driving sales by creating an outstanding customer experience, through 5-star customer service, the five vital ingredients and product knowledge. Fully aware of store targets and experienced in all SOC’s.
* Member of the Health and Safety Circle: Responsible for maintaining health and safety regulations for staff and customers, I carry out monthly safety checks on the store as a whole and equipment such as fire extinguishers and alarms.
* Responsible for overseeing the food being prepared in the kitchen and maintaining the strict standards incorporated from head office.
* Responsible for dealing with minor customer complaints, using the five step customer recovery method.
* Responsible for training new staff in all positions throughout the restaurant by way of their training plan and following the four step process: prepare, present, try out and follow up.
* Supervising crew members, in general and rotating staff to different stations in adherence with demand.
* Safe key holder and responsible for cashing up tills throughout my shifts and making sure the tills match sales.
* Supervising the maintenance of various equipment such as industrial grills and vats as per established standards.

**Interests & Achievements**

* **Travel:** I have a keen interest in travel. I’m very interested in experiencing and gaining new knowledge relating to different cultures wherever I travel.
* **Golf:** I have been a member of Craddockstown Golf course since I was a child, and love playing golf as well as the social and networking aspects it provides.
* **Achievements:**
* MOOC Employment Law Certificate – Employment Law in the Digital Era, The Law Society of Ireland (2017)
* City and Guilds - NVQ Level 2 in Multi-Skilled Hospitality, 2017
* Student Prefect in Meánscoil Iognáid Rís (Naas C.B.S), 2012,2013
* Received an Award for Excellence, Meánscoil Iognáid Rís (Naas C.B.S), 2012-2013
* Elected for student council, Meánscoil Iognáid Rís (Naas C.B.S) (2010)
* Received an Award for Excellent All-Round Effort, Meánscoil Iognáid Rís (Naas C.B.S), 2009-2010
* **Voluntary Work:** Fundraising for the Zambia Immersion Project,Meánscoil Iognáid Rís, 2008, 2011
* **Computer skills:** Proficient in Microsoft Word and PowerPoint. Competent at SAGE accounting package. (operated this while working in EMCO)**.**

**Referees**

* **Mr. Stephen Gillick**, Partner, Mason Hayes & Curran, South Bank House, Barrow Street, Dublin 4. **Tel:** +353 1 614 5000
* **Dr. James Devenney,** Sutherland School of Law, University College Dublin, Belfield, Dublin 4. **Tel**: +353 1 716 4176
* **Ms. Teresa Savage**, General Manager, Pattina Products Ltd, Moorefield, Newbridge, Co. Kildare. **Tel:** +353 86 810 8935
* **Mr. Sean Darcy**, CEO, EMCO Panel Systems Ltd, Unit 5b, Clane Business Park, Co. Kildare. **Tel:** +353 86 823 7300