# **Curriculum Vitae**

**Profile:**

Name: Michaela Lee Mullen

Date of Birth: 21-03-1997

Address: 16 Toberburr Avenue, St. Margaret’s, Swords Co. Dublin

Contact Information:

Mobile – 0873855530

Email- michaelamullen97@gmail.com

I’m an eighteen-year-old student studying law, history and sociology in Maynooth University, Co. Kildare. I’m very hardworking and self-confident in my work. I am a very determined and polite person with a number of years work experience in different jobs working with the public. I am searching for a part time job in either the evenings or at the weekend.

**EDUCATION**

* St. Mary’s Holy Faith Secondary School, Glasnevin; Co. Dublin - 2009 till 2015

• Qualifications-Junior Certification -2012

* 9 Honours and 1 Pass

• Qualifications-Leaving Certification -2015

* 6 honours and 1 Pass
* Maynooth University, Maynooth Co. Kildare - 2015 till Present

**WORK EXPERIENCE**

Veronica’s Alterations & Design

* Sales Assistant -Summer 2012/2013 (May –August)
* Using the Cash Register.
* Stock Taking.
* Sales and Set up of the store.

Chapters Book Store

* Store Assistant - 21/01/2013 – 25/01/2013
* Pricing New Stock.
* Data Entry.
* Stocking Shelves.

Mary Queen of Ireland National School

* Primary School Teacher’s assistant- 28/01/2013-04/02/2013 and June 2013
* Photocopying.
* Filing.
* Stocking Library Shelves.
* Scanning Library books into a computerized system.
* Cleaning.

The White House, Ward Rd. Co. Dublin

* Barmaid – 2014 to 2015
* Serving customers drink and food.
* Using Cash register.
* Taking Stock and Restocking Shelves.
* Refilling taps

**HOBBIE/INTERESTS**

* Singing
* Dancing
* Zumba
* Babysitting
* Boxing

**SKILLS**

* I have very good computer skills; I have worked using Microsoft office: Word, Excel and PowerPoint.
* I have good communicational skills and work well with people.
* I have good organization skills.
* I have very polite manners.
* I am calm in difficult situations.

**REFERENCES** (Other references can be given upon request)

Veronica’s Alterations & Design

Bailieborough, County Cavan

PH: 042-9694814 / 086 8644419