

Address: 10 Newcastle Avenue, Oldcastle, Co. Meath
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John Smith

A final year commerce student with accounting experience who wishes to secure a graduate position in audit. I am interested in completing a Masters in Accounting and will have full CAP1 exemptions.

Education & Qualifications

2010-Present
University College Dublin

BComm

2nd Year Results 2H1

Expected Final Results: 2H1

Subjects included:

Financial Reporting	65	Management Accounting	81
Accounting Maths	71	Corporate Finance	65
Company Law	55	Commercial Law	51
MS Excel	60	Marketing	52

Projects/Presentations:

- **Company Valuation:** Undertook an in-depth valuation of Paddy Power. This involved a presentation from the company's finance director, researching the company in depth and developing a financial model in MS Excel to value the company.
Result: 1H.
- **Professional Firm Marketing Presentation:** As part of a four member team, I made a presentation as an accounting firm offering its services to a potential client. We were provided a brief about the company and had to tailor our presentation to the specific circumstances.
Result: 2H1.

2002-2009
Oldtown Community School
Leaving Certificate: Achieved 500 points

Subjects included:

English	Irish
Maths	Chemistry
Accounting	Business
French	Engineering

Work Experience

May 2013 – September 2013
B&Y Accountants

Accounting Intern

- Spent 3 months working in local accountants office
- Assisted in broad range of projects including farm account preparation, corporate tax returns, advisory services and liquidations

- Gain valuable experience of client meetings, day to day accounting work and deadline responsibility

May 2011 – September 2012

TLV Fashion Stores

Sales Assistant/ Assistant Supervisor

- Worked as a sales assistant for three years during summer and term
- Promoted to assistant supervisor in my final year
- Responsible for staff rota, training new members and cash count at closing

May 2009 – September 2010

Oldtown Tourist Farm

Tour Guide/ Kitchen Staff

- Took gap year before entering college
- Provision of guided tours of the farm to groups of tourists
- Arrangement of the dining areas, management of the farm shop, recording of cash balances at the end of each day's business

Interests & Hobbies

Volunteer - Oldtown GAA Club

- Manager Under 8 & 10's football teams
- Responsible for managing master MS Excel spreadsheet for pitch and facilities bookings. Publish bookings every week on website.

Secretary of Oldtown Agricultural Show

- Secretary for past three years; assistant for previous four years
- Take all entries, produce show booklet and organise bookings of trade stands etc
- Involved in several fundraising events during the year

Treasurer of the Accounting Society, University College Dublin:

- Society with 500 members
- Organise regular talks, workshops and social events for members
- Regular contact with business and accounting firms for sponsorship. Organised major new sponsor for 2014.
- In charge of the society's accounts and the funding of events.

Skills

Organisational: Experienced at managing time and prioritising tasks to accomplish projects efficiently and meet deadlines.

Interpersonal: Strong team-working, leadership and supervisory skills through group work at college and also through part-time work as a tour guide.

Computer: Proficient user of Microsoft Office. Regularly use MS Word and Excel as part of my extracurricular activities.

Driving: Full clean license since 2010.

References

Ms. Christina Thompson, Manager, B&Y Accountants, Oldtown, Co. Meath.
Tel: 01 xxx xxx E-mail: christina.thompson@byacc.ie

Mr. Paul Wiley, Lecturer in Accounting, DCU, Dublin 9
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