

## Profile

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An energetic, enthusiastic and dynamic person, focused on expanding experience and ultimately adding business value to an employer. Recently graduated from a four year degree programme in BSc Business Information Systems in University College Cork, Ireland.

## Skills

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**Organisational Skills:** Strong professional ethic, including a high attention to detail, excellent time management, and an ability to work either individually or collectively as part of a team.

**Communication Skills:** Gained significant exposure and experience working in a corporate environment, having done so since the age of 15. This provided invaluable communication skills when dealing with customers, fellow employees and suppliers across all levels of an organisation.

**Teamwork:** In all work experience and sporting experience to date, worked extremely well in a team environment.

## Professional Experience

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### Project Manager

Feb 2016 - Feb 2017

[LocalEyes Ltd.](#)

- Managed the localization of software projects for a large multinational client in the technology industry.
- Created project plans and schedules based on client-specific requirements.
- Maintained strong communication with client and translator teams regarding project details and deadlines
- Managed QA processes to ensure on-time, polished deliverables
- Documented project processes and regularly suggested improvements for future iterations

### Webmaster / Digital Marketer

Aug 2014 - Nov 2015

Chris Mee Group

- Developed new mobile friendly websites for the company - [www.cmse.ie](http://www.cmse.ie) & [www.cmselondon.co.uk](http://www.cmselondon.co.uk)
- Set-up e-commerce functionality on the website allowing customers to book and pay for places on training courses online for the first time in the company's history.
- Applied SEO techniques to improve rankings in Search Engine Results Pages
- Increased number of organic hits to the website and optimized PPC campaigns to ensure max ROI
- Presented weekly reports on web performance to management

### Founder

Dec 2015 - Present

[EquiPlanner](#)

- Developed a Mobile App in 2015. EquiPlanner is a mobile app for Horse Breeders to allow them to efficiently manage their horses' pregnancies.
- The app generates a list of treatment dates for each horse based on their conception date and alerts the user of any upcoming dates to ensure that no treatment is missed and also to give the user enough time to book an appointment for the horse with their local Veterinarian. The app can be downloaded from both the Google Play store & Apple App Store.

## Co-Founder

Jul 2013 - Present

### Stove Spare Parts

- Set up the company in July 2013, selling replacement parts for home heating stoves
- Developed an E-commerce website ([stovespareparts.ie](http://stovespareparts.ie)) for the company and implemented [Stripe](#) as an alternative payment gateway to PayPal
- Applied various on-page and off-page SEO techniques to improve the website's ranking in the search engine results pages
- Responsible for dealing with customer queries, sales processing and Internet Marketing

## Sales Assistant

May 2007 - May 2014

### Topline Currans

- Liaising and advising customers in all areas of sales
- Trained new employees on sales, basic business operations and customer service
- Empowered to deal with and resolve any customer queries
- Responsibility for end-of-day cash position and preparation of float for till operatives.
- Heavily involved in the development of the company's first website

## Education

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### BSc Business Information Systems

2010 - 2014

University College Cork, Co. Cork, Ireland

Second Class Honours Degree

### Irish Leaving Certificate

2004 - 2010

Dungarvan C.B.S, Co. Waterford, Ireland

405/600 Points