

# ANNA ANNAVILLE

PEOPLE ORIENTATED, EAGER, INTRAPRENEURIAL, BUSINESS ENTHUSIAST

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## PROFILE

- Accountancy degree finalist with practical accounting experience and a 2:1 average. On track to achieve all CAP 1 exemptions. Keen to secure a graduate training role in practice.
- Strong work ethic and ability to multitask & manage deadlines demonstrated by working part time, actively participating in a number of extra-curricular activities whilst maintaining a 2:1 average.
- Successfully completed a 3 month accountancy internship which has given me a strong understanding of what is involved in developing a career in practice.

## EDUCATION

### National College of Ireland | BA (Hons) Business | 2012-2015

Quantitative Analysis, Financial Accounting, International Business, Management Information Systems, Health and Safety, Reward Management, Marketing Management, Organisational Development Operations Planning and Design, Project Management, Strategic Management.

**Results:** 1<sup>st</sup> year 2:1. 2<sup>nd</sup> year 1<sup>st</sup>. 3<sup>rd</sup> year: Expect to graduate with a 2:1

### Annaville College | Leaving Certificate | 2012

Mathematics, English, Irish, French, Home Economics, Business and Biology.

## EXPERIENCE

### Name It Accountants | Accountancy Internship | 06.14-09.14:

- Worked with a range of clients including sole traders, wholesalers, farmers and charities.
- Executing audit assistant functions to check the accuracy of accounting systems and procedures.
- Reviewing accounts receivable and payable ledgers and general ledger for accuracy.
- Inspecting and reconciling bank deposits and payments.

### Tesco | Sales Assistant | 09.14-Date

- Actively greeting customers, offering advice to customers and assisting with product selection.
- Utilising specialist product knowledge to maximise sales
- Merchandising stock and maintaining strong visual standards within the store.
- Promoting specific lines and upselling various products under the guidance of management.
- Working as part of an enthusiastic team within a fast paced fashion retail environment.

- Driving sales, meeting targets, ensuring excellent customer service and the smooth running of the shop floor.

### Key Achievements:

- Consistently exceed targets, typically by over 20% and won sales person of the month on a number of occasions.
- Only part time member of staff with responsibility for opening and closing the store.

## AWARDS & ACHIEVEMENTS

### Society Individual of the Year 2014

Won NCI Society Individual of the Year Award on behalf of NCI Badminton Society (to which I was President) at the NCI Clubs and Societies Awards 2014

### Most Improved Society Award 2015:

Nominated for and won the Best Society Award for NCI Video whilst I was PR Officer.

### President NCI Badminton Society 2014/2015

NCI Badminton Society aims to promote xxxxxx, Since becoming President I have increased membership by 25% through various PR and marketing initiatives, we have competed in the National league reaching the final stage of the competition and won Best Improved Society 2015 at the NCI Clubs & Societies Awards.

### Boardroom Challenge NCI

Part of a strategic team of 10 responsible for raising €10,000 in one week for 10 charities. Specific responsibility for securing collection permits in the IFSC and developing a dedicated website, you tube video. Project featured in the National Media and won the NCI Society Event of the year and the National BICS Award for Society event of the year in a small to medium college

### Class Representative:

Voted Class Representative for 2014 in NCI: This involves: Gathering the opinions of the class. Voicing the opinions of the class at meetings, acting as a liaison between staff and students

## IT SKILLS:

Quick learner and proficient in Microsoft Word, Microsoft Access, Microsoft Office, Internet Explorer, Google Chrome, Safari, Adobe Photoshop and Social media.

## REFEREES AVAILABLE UPON REQUEST

