

Helen Carroll

Student studying BA in History, Politics, Sociology and Social Studies - Limerick, Ireland

W: <http://www.worky.com/helen-carroll>

Helen Carroll's Education and Qualifications

2013 **Bachelor/Degree - History, Politics, Sociology and Social Studies
the University of Limerick**

Between August and December 2011, I had the opportunity to study abroad on the Erasmus program. I studied in Linköpings Universitet, Linköping, Sweden. I am Equipment Officer for BroCon 2012, I was Secretary for BroCon 2011 and Secretary for University of Limerick Games Society 2010-2011, I was Screenings Officer for BroCon 2010, and Art Officer of UL Anime and Manga Society Spring Semester 2010.

2009 **second level/high school education -
St. Angela's Ursuline Convent**

St. Angela's Secondary School, Ursuline Convent, Waterford City

Helen Carroll's Professional Experience

2011 - 2011 **Colaiste Chiarain, Croom, Co. Limerick - secretary , receptionist**

As part of my degree, I was offered work experience (cooperative education) in a secondary school in Co. Limerick. My work ranged from answering phones, writing letters to reorganizing the filing system and the daily accounts. It was unpaid, but surprisingly rewarding. I had the opportunity to help students, parents and teachers. I was involved in projects, such as organizing the incoming first year into classes and sending the parents information. My placement lasted 5 months.

Key Skills Organizational Skills, Basic Work Skills, Administrative Skills, Communicative Skills, Writing Skills, Computer Skills

2007 - 2007 **Bausch & Lomb - Assistant Administrator**

This was a Transition Year work placement for two weeks. During that time I worked under an Administrator for the Bausch & Lomb company. I reorganized an old archive.

Key Skills Administrator

Helen Carroll's Additional Information

Memberships

University of Limerick Games Society
University of Limerick Anime and Manga Society
University of Limerick Chess Club
Committee member of BroCon 2012

Awards

European Computer Driving Licence 2007
Cello Grade 6 and Cello Silver Medal
RIAM Piano Grade 6 and Piano Bronze Medal
LAMDA Bronze Medal Acting
LAMDA Speaking of Verse and Prose Grade 6
