

# Patrick Dam

Date of Birth – 26th October 2001 (26/10/01)

I am a hard-working, reliable, outgoing and motivated student. I am a fast-learner and can pick up lessons easily. I'm eager to learn new skills and further cultivate my current skills. I aspire to work in the Data Industry.

84 Cappaghmore,  
Clondalkin,  
Dublin 22.  
**0834636937**  
**patrick.dam98@gmail.com**

## WORK EXPERIENCE

### **CACEIS Ireland Limited, Blood Stoney Rd, Grand Canal Docks, Dublin — Fund Accountant *Intern***

June 2022 - June 2023

Worked as a Fund Accountant, delivering daily NAVs to clients with tight deadlines everyday and tasked with monthly objectives.

### **Sapphire Nail & Beauty Salon, 32 James's St, Ushers, Dublin 8 — Receptionist**

JANUARY 2018 - FEBRUARY 2018

Worked at reception booking appointments, cleaning the shop floor and served customers through phone and social media

### **China City Takeaway, 53 Decies Road, Ballyfermot, Dublin 10 — Expeditor & Kitchen Porter**

MAY 2016 - MAY 2022

Food preparation, washing dishes, sweeping floor and carrying stock in as the kitchen porter. Managing, quality control and task delegation as the Expeditor as well as leading the marketing team through social media.

## EDUCATION

### **Dublin City University, Collins Ave Ext, Whitehall, Dublin 09 — Bachelor of Business Studies**

August 2020 - Current (2024)

### **Moyle Park College, Clondalkin, Dublin 22 — Leaving Cert**

August 2013 - May 2020

## CERTIFICATES

### **HACCP LEVEL 1 & 2 — Safety of Food handling and Hygiene**

### **MENSA CERTIFICATE — IQ of over 149**

## REFERENCES

### **China City Restaurant**

Nam Yen Nguyen – Manager  
0892472227 /  
namNUIM@gmail.com

### **Sapphire Salon**

Minh Trang Nguyen –  
Manager – 01 551 6237

## Skills

**Attention to detail** – Through working as a fund accountant and an expeditor it's required of me to cultivate my attention to detail.

**Computer Skills** – Intermediate skills in Microsoft Word, Excel, PhotoShop and technical software.

**Communication & Teamwork** – 4 years of being on a Society committee in DCU and experience in working and communicating with teams in a professional setting.

## LANGUAGES

English and Vietnamese.

## INTERESTS

Snooker, fishing, video games, nature, music and culture.

