

AIMEE WALSH

JOURNALIST

CONTACT DETAILS

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Address: 134b Carrigwood Firhouse, Dublin 24
(seeking to relocate)

PERSONAL PROFILE

I am a hardworking, creative and motivated journalist currently working full-time for a local newspaper covering a wide range of topics. I work to a high standard of journalism, delivering compelling and accurate articles while working to strict deadlines. I am looking for a challenging and exciting position in media in the UK in which I can showcase my skills and experience I have learned in my current position as a multimedia journalist and from my honours degree.

EMPLOYMENT HISTORY

Multimedia Journalist

The Echo Newspaper | Jan 21-present
Dublin, Ireland

- Pitching and developing stories for a weekly local newspaper with over 40,000 readers
- Covering breaking news for online and social media platforms daily
- Covering a range of topics including local news, business, property and lifestyle
- I use my research and investigative skills with excellent attention to detail and observational ability to create compelling articles both for print and digital formats
- I work to strict deadlines and always complete my articles to a high standard of journalism

Editorial Intern

Missy.ie | Jun 20-Sep 20

Articles available at www.missy.ie/author/aimee

- Pitched, researched and developed stories based on current trends across fashion, beauty and lifestyle for Ireland's number 1 online teen magazine
- Used my creativity to write unique and new articles for a certain demographic
- Trained on social media management across platforms such as Twitter, Facebook and Instagram

Office Manager

Brooklyn Boy Bagels | Feb 19-Jul 19
Sydney, Australia

I worked as a office and administration manager for a wholesale bakery business in Australia. I managed over 140 wholesale customers as well as undertaking HR and administration duties.

- Payroll Processing
- Scheduling staff
- Recruiting staff
- Wholesale management
- Managing and organising events
- Inventory records and ordering supplies
- Invoice creation and submission
- Customer service duties

Insurance Claims Administrator

Mater Private Hospital | May 18-Nov 18

- Processing insurance claims in a busy target-driven finance department
- Understanding and using medical knowledge to complete and submit claims accurately
- Filing, scanning and printing
- Liaise with policyholders, consultants and billing providers via telephone and email
- Maintenance and organisation of hospital records
- Working on my own initiative with high levels of attention to detail and accuracy

SKILLS AND ABILITIES

- Excellent written and verbal communication
- Self-motivation and using initiative
- Creativity
- Organisation and managerial skills
- Time management and working to tight deadlines
- Attention to detail
- Computer literate

IT SKILLS

- Microsoft Office (Excel, Outlook, Powerpoint)
- Adobe Suite (Photoshop, Illustrator, Premiere Pro, InDesign)

ACADEMIC PROFILE

Technological University Dublin

- BA Honours Journalism (2.1 grade achieved)
- Final year project won best new magazine at the 2018 Student Media Awards
- Frequent contributor for online and print publications
- Trained to be an efficient and skilled journalist in all aspects including writing, photojournalism, radio and television.

REFERENCES AND WRITTEN WORK AVAILABLE ON REQUEST