

Personal Information:

FIRST NAME / SURNAME: Matt Milliken
ADDRESS: 31 Blackskull Road Dromore
TEL: 07720616579
EMAIL: mattmilliken10@googlemail.com

NATIONALITY: British
DATE OF BIRTH: 13/03/2000
GENDER: Male

Work Experience:

DATES: 22/6/2017 - 29/6/2017
POSITION: Shadowing legal partner
RESPONSIBILITIES: Observing and learning from a senior partner in the firm, attending client meetings and court cases
EMPLOYER / ADDRESS: WG Maginess & Sons - 6 Bow Street Lisburn
TYPE OF BUSINESS: Law firm

DATES: 22/7/2018 - 14/9/2018
POSITION: Legal clerk
RESPONSIBILITIES: Balancing client accounts, developing organisational systems and filing legal paperwork
EMPLOYER / ADDRESS: WG Maginess & Sons - 6 Bow Street Lisburn
TYPE OF BUSINESS: Law firm

DATES: 28/9/2018 - present
POSITION: Hockey coach
RESPONSIBILITIES: Planning, organising and leading training sessions and matches
EMPLOYER / ADDRESS: Friends' School Lisburn - 6 Magheralave Road Lisburn
TYPE OF BUSINESS: School

Education and Training:

DATES: 29/8/2014 - 17/8/2016
QUALIFICATION AWARDED: 5As, 3Bs, 2Cs at GCSE
PRINCIPAL STUDIES: Maths, English, Physics, Chemistry, Biology, RE, History, Geography, Business, German
INSTITUTION: Friends' School Lisburn

DATES: 29/9/2016 - 13/8/2018
QUALIFICATION AWARDED: A*BB at A-level
PRINCIPAL STUDIES: Business, English Literature, History
INSTITUTION: Friends' School Lisburn

DATES: 23/9/2018 - present

QUALIFICATION AWARDED: None

PRINCIPAL STUDIES: Business and Economics

INSTITUTION: Queens' University Belfast

Skills and Competences:

LANGUAGE SPOKEN: Basic German

SOCIAL SKILLS AND COMPETENCES: Leadership experience - captain of school 1st XI hockey team

Strong communication skills - experience in public speaking in school and vocal leader of hockey team

ORGANIZATIONAL SKILLS AND COMPETENCES: Experience in organising teammates in hockey and coaching hockey along with extensive organizational experience working for WG Maginness & Sons