



Aoife Doyle

JUNIOR EVENTS COORDINATOR

Cork, Ireland
aoife.doyle@gmail.com
+353 86 123 4567
linkedin.com/in/aoifedoyle-events

Hospitality management graduate from Munster Technological University with practical experience coordinating corporate and social events. Completed a **9-month placement** at the Clayton Hotel Cork, coordinating **35 events** for up to **300 guests**. Organised, creative, and comfortable managing multiple deadlines simultaneously.

EDUCATION

BA (Hons) Hospitality Management in Hospitality Management

Munster Technological University, Cork

Sep 2021 – Jun 2025

2:1 (65%). Modules included Event Management, Food and Beverage Operations, and Tourism Marketing. Dissertation on the growth of corporate retreats in the Irish hospitality market.

SKILLS

- Event Coordination
- Budget Management
- Supplier Liaison
- Client Communication
- AV Setup
- Floor Plan Design
- Microsoft Office
- CRM Systems

CERTIFICATIONS

First Aid Responder Certificate

Pre-Hospital Emergency Care Council (PHECC)

Jan 2024

LANGUAGES

- English - Native
- Irish - Basic

EXPERIENCE

Events Coordinator (Placement), Clayton Hotel Cork City, Cork

Jan 2024 – Sep 2024

Placement within the events and conferencing team at this 4-star city centre hotel.

- Coordinated **35 events** including corporate conferences, weddings, and charity dinners for groups of 20 to 300
- Managed event budgets ranging from **€3,000 to €45,000** and ensured all came in within budget
- Liaised with **12 external suppliers** including florists, AV companies, and entertainment agencies
- Achieved a **4.8/5 average client satisfaction score** across all events during the placement

Waitress (Part-time), Ballymaloe House, Shanagarry

Jun 2022 – Dec 2023

Part-time and seasonal front-of-house role at this award-winning country house hotel.

- Served up to **60 covers per evening** in the fine dining restaurant
- Managed private dining events for groups of **8 to 20 guests**

PROJECTS

MTU Graduation Ball

Feb 2025 – May 2025

Lead coordinator for the university graduation ball. Managed a committee of **6 students**, secured **€8,500 in sponsorship**, and delivered an event for **450 attendees** at Fota Island Resort.

EXTRA CURRICULAR ACTIVITY

MTU Camogie Club

Sep 2021 – Jun 2025

Club captain in final year. Led a squad of **25 players** to the Munster university semi-final.