


# BRENDA GIBLIN

 [brendagiblin@gmail.com](mailto:brendagiblin@gmail.com)

 087.436.1880 - IRL  
339.368.4994 - USA

 Tralee, Co. Kerry, Irl

 [www.linkedin.com/in/brenda-giblin](https://www.linkedin.com/in/brenda-giblin)

## SKILLS

Possess excellent business acumen

Flexible approach to work

Employee Training and/Supervision

Customer Service

Risk Assessment

Communication Leadership

Adaptability

Conflict Resolution Teamwork

Time Management

## EDUCATION

**MS in Sustainable Tourism and Event Management**  
Atlantic Technology University

2025- Present

**BA Degree (Hons) Event Management**

Munster Technological University, Tralee  
2025

**Hotel Catering & Management**

Tralee Technological College

## SUMMARY

Excellent communication and leadership abilities, as well as the ability to work effectively both independently and as part of a team, proficient organisational, problem-solving, and leadership skills; able to build and maintain strong relationships with stakeholders at all levels. Possesses a proven track record of delivering results and driving change in fast-paced environments. I gained practical experience in event management by working and volunteering at international sporting events, allowing me to apply my theoretical knowledge in real-world settings.

## PROFESSIONAL EXPERIENCE

### CoderDojo

Tralee, Co Kerry, Ireland  
Regional Program Manager

2024- Present

Coderdojo is a community-based initiative providing free, volunteer-led, computer programming clubs for young people aged 7 to 17,

- Manage venue booking and communications
- Coordinate Dojo volunteers, ensuring they are briefed for each session
- Plan programme activities for sessions, coordinate with teachers
- Manage the recruitment and onboarding process of new volunteers
- Provide support to young people who are new to coding
- Provide technical guidance to help young people progress with their projects

### CONFERENCE COORDINATOR - (Paid - Internship)

ISAPA 2025 - International Symposium of Adapted Physical Activity |  
Munster Technological University, Ireland

May-June 2025

- Supported end-to-end planning and delivery of an international conference with 300+ delegates, including pre-event logistics, scheduling, and on-site coordination
- Coordinated venues, suppliers, signage, delegate materials, and event-day operations to ensure seamless execution
- Liaised with academic leads, volunteers, and external stakeholders to manage timelines and resolve operational issues
- Supported post-event wrap-up, communications, and operational reporting

### THE BARRACUDA CHAMPIONSHIP PLAYER SERVICES

Reno-Tahoe Open Foundation Reno, NV  
Player Hospitality Services - Volunteer

July 2024

- Player Registration & Compliance: Managed end-to-end PGA player registration, eligibility verification, and tournament documentation in coordination with event organisers.
- Tour Communications: Disseminated schedules, updates, and operational information to players, ensuring timely awareness of tour changes.
- Player Hospitality Operations: Oversaw player lounges and on-site amenities, delivering a welcoming, high-quality experience for players and their families.
- Player Relations & Support: Served as primary point of contact for players, resolving issues promptly and maintaining positive stakeholder relationships.

# BRENDA GIBLIN

## TECHNICAL SKILLS

Microsoft Suite  
CRM Software  
POS System  
Canvas  
Adobe  
Wordpress

## ACHIEVEMENTS

Munster Technological University  
Faculty of Business Award 2025

Winner of The Smarter Travel  
National Transport Authority 2024

## INTERNSHIP CONFERENCE

### COORDINATOR (May-June 2025)

ISAPA2025  
The International Symposium of  
Adapted Physical Activity  
2025

## VOLUNTEER EXPERIENCE

### SUPPORT STAFF

CoderDojo - teaching code, and  
interacting, with kids and adolescents.  
2023-2024

### CONFERENCE COORDINATOR

Association for Applied Linguistics  
Conference.  
2023

### EVENT COORDINATOR

Irish Marquette and Transnational  
Conference.  
2023

### MENTOR

Mature Student Peer Mentor -  
MTU  
2023-2024

## INTERESTS

Golf, Sailing, Scuba Diving, Outdoor  
Activities, Dog -Walking, Hiking and  
Swimming, Volunteering,  
Cooking, Reading and Travel

## REFERENCES

Catherine Carty - UNESCO Chair  
c.carty@unesco.org - Former manager

Francis Fitzgibbon - Strategic  
Communications -  
francisfitzgibbon@gmail.com - Former  
manager

## PROFESSIONAL EXPERIENCE *continued*

### WHOLE FOODS MARKET E-COMMERCE SUPERVISOR

2020-2022

#### Amazon - Boston, MA - 2020-2022

Manage e-commerce operations, ensuring accurate inventory, efficient order fulfillment, and successful sales campaigns.

- Supported daily operations in a high-volume, performance-driven environment.
- Coordinated cross-functional workflows to meet service delivery, productivity, and customer order-time targets.
- Supervised, scheduled, and balanced labour for teams of 80+ staff, aligning resources with operational deadlines and production goals.
- Reviewed forecasts and performance metrics to ensure productivity, utilisation, and WFMOA objectives were consistently met.
- Led process improvement initiatives to enhance operational efficiency and customer experience.
- Escalated systemic operational issues in a timely manner to ensure continuity and risk mitigation.
- Partnered with leadership and operational teams to maintain smooth end-to-end process flow.
- Ensured team members had appropriate tools and equipment, coordinating repairs or replacements as required.

### OWNER-OPERATOR OF AISLING NUA RESTAURANT GROUP 1998-2019

#### San Diego, California

In a senior leadership role, I oversaw multiple restaurant locations' strategic direction, operations, profitability, and growth. The role combined executive management duties with hands-on involvement in daily operational activities, ensuring high standards for food quality, service excellence, financial performance, and compliance.

#### Developed Business Strategy

Monitored restaurant sales, customer feedback, and plans for improvement. Developed brand, including restaurant design, menu selection, presentation, and on-line presence.

#### Managed Finances

- Analyzed costs, pricing, variable contributions, sales, performance.
- Developed financial trends and projections.
- Conducted cost-reduction reviews, product control, bookkeeping, payroll.
- Oversaw operations, set goals, objectives.
- Handled administrative duties, vendor and supplier relations.

#### Personnel Managerial Duties

- Managed daily business operations, collaborated with restaurant managers and head chefs on all menus, including seasonal and holiday offerings.
- Interviewed, on-boarded, trained, developed a diverse staff.
- Efficiently dealt with all HR issues.

#### Promoted Business

- Social media, Digital marketing campaigns.
- Maintained: Website, Facebook, Instagram accounts and kept an active presence on X.