

ALESSIO PALUMBO

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ADDRESS: 10/97 Verdon Street, 3016 Williamstown North

KEY SKILLS

- Organised
- Ability to Prioritise
- Time Management
- Ability to work under pressure
- Team Player
- Adaptable & Broad Minded
- Proactive
- Reliable

WORK EXPERIENCE

Oct 2016-Present:

Duties:

Feb 2016-Oct 2016:

Duties:

Oct 2014-Jan 2016

Duties:

Jan 2014-Mar 2015

Duties:

May 2013-May 2014

Duties:

May 2012-Apr 2013

Duties:

Jun 2010 July 2011

Duties:

Head Chef at Kodama Coffee, Williamstown

Kitchen set up, Menu and specials, Ordering, Training, Service.

Commis Chef at The Builders Arms Hotel, Fitzroy

Food prep and Cooking, Taking care of Garnish section, Invoicing.

Chef de Partie at Three One Two One, Richmond

Food preparation and Cooking, Ordering, Training, Menu development .

Commis Chef at Park Hyatt, Melbourne

Preparing and plating food for functions and events.

Chef Assistant at Coffea, Melbourne

Preparing and cooking food, cakes and pastries.

Team leader, Barista at Pie Face SCS, Melbourne

Coffee making, customer service, supervise and train new staff.

Assistant Manager at CPO&Partners (Shanghai) Co.,Ltd., Shanghai , China

Liaising with local suppliers and forwarders, Processing orders, Market research, Preparing and Attending meetings, Answering calls and emails, Interpreting and Translating, Quality control, Bookkeeping.

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EDUCATION

Feb 2013-Dec 2013

Sep 2006-Mar 2010

Certificate III in Hospitality, Academia International, Melbourne

BA in Chinese Language and Culture, Ca' Foscari, Venice, Italy

OTHER SKILLS

Computer Skills:

Ms Word, Ms Excel, MS PowerPoint, Outlook (Intermediate)

HTML5 & CSS3 (Beginner)

Languages:

Italian (Native)

English (Fluent)

Mandarin (Fluent)