

ASHLEY ANN GUAN

Thrift Shop Sales Assistant

CONTACT

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✉ ashleyag1203@gmail.com

EDUCATION

FOOD BUSINESS MANAGEMENT (CULINARY ARTS)

Singapore Institute of
Technology/Culinary Institute of America

Aug 2021 - Sep
2022

DIPLOMA IN FOOD SCIENCE & NUTRITION

Temasek Polytechnic

2018 - 2021

GCE 'O' LEVELS

Pasir Ris Crest Secondary School

2014 - 2017

HOBBIES

Sewing

Crocheting

Baking

Cooking

Photography

Videography

REFERENCES

Lena Tan, Owner of Thrift Label

☎ + (65) 96571263

✉ Lena@thriftlabel.com.sg

ABOUT ME

I am a curious person and have the drive and passion in learning new trades. I have worked mostly in the F&B industry, developing teamwork, problem-solving and effective communication. I enjoy sewing and crocheting in my leisure time, adding a few pieces to my own wardrobe. I enjoy visiting art and historical exhibitions during my free time!

WORK EXPERIENCE

THRIFT SHOP SALES ASSISTANT AND SOCIAL MEDIA MANAGER

Thrift Label

Oct 2022 - Present

- Cashiering
- Restocking of items
- Maintaining the cleanliness of the shop
- Promoting the shop via TikTok and Instagram

PREP COOK

Bistro G

May 2022 - July 2022

- Assist in the daily mise en place (food preparation)
- Assisted in plating and presentation of food
- Maintained the cleanliness of workstations

INTERN

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Dec 2021

- Shadowed under the Garde Manger (Appetiser) Chef
- Assisted in the daily mise en place for the Garde Manger Station
- Stationed to Garde Manger during lunch and dinner service

CAKE PRODUCTION ASSISTANT

ABR Holdings Limited

June & July 2021

- Assisted the supervisors to achieve the various production targets
- Ensured the production plant operates in compliance with the Operating Level Program Standards, and local authorities regulations
- Enforced the in-house housekeeping and cleaning schedule
- Ensured the production of cakes is within specifications
- Ensured smooth running of the operation process

INTERNSHIP

Temasek Polytechnic

June 2020 - Sep 2020

- Researched resistant starch content in various types of rice and factors which would increase the content.
- Conducted experiments based on research and summarized a report on experimental findings.
- Reported results in Microsoft Excel with Megazyme: Resistant Starch Assay Kit during scheduled experiment days

PART-TIME FOOD SERVICE WORKER

Boost Juice International

Oct 2019 - Feb 2020

- -Attained Food and Beverage Safety and Hygiene Policies and Procedures Certificate
- -Handled Customers' orders while cashiering
- -Maintained basic housekeeping in store

NOTABLE ACHIEVEMENTS & AWARDS

EDUSAVE CERTIFICATE FOR ACADEMIC ACHIEVEMENT

2015, 2016, 2019

EDUSAVE AWARD FOR ACHIEVEMENT, GOOD LEADERSHIP AND SERVICE (EAGLES)

2018

NATIONAL YOUTH ACHIEVEMENT AWARD - BRONZE & SILVER

2016 & 2017

EDUSAVE CHARACTER AWARD

2016

EDUSAVE SCHOLARSHIP

2014