
Bailey Evans

Contact / Information

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Address: 53 Hotham Crescent, 3029.

Date of Birth: 23/07/2002

KEY SKILLS

- **Effective Communication and Coordination** - At my prior job as a children's Party Coordinator I was required to coordinate with my colleagues to ensure operations ran smoothly, as well as communicate any changing situations with parents to maintain clarity and customer satisfaction.
- **Willingness to Learn** - Something my past employment instilled into me was a desire to understand not just my own area of work but that of others as well. If you can understand multiple areas of business operations, it can improve your abilities in your own area through gaining different perspectives and you are always able to aid others when needed.
- **Friendly Customer Service Experience** - Having worked at a family bowling alley for three years, I have experience with providing customer service in a friendly and approachable manner.

EXPERIENCE & EDUCATION

Year 12 VCE, Hoppers Crossing Secondary College

COMPLETED 2020

- This gave me the basic tools and education I need to operate in the workforce, and aided me in developing the responsibilities and respect needed to work.

Certificate III Hospitality, William Angliss Institute

COMPLETED 2019

- This aided me in my ability to provide great customer service, and how to approach situations at a variety of potential workplaces.
- I also had an RSA, though it needs to be renewed and can be done so if required.

Wyncity Point Cook - Sales Associate, Party Host

JUNE 2018 - MARCH 2021

- As both a Sales Associate and Party Host at Wyncity, I was tasked with coordinating parties of between 10 and 40 children around the center in a timely manner, adjusting and adapting according to various factors and time constraints, and working around other party hosts doing the same to ensure smooth and efficient operations.

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- Furthermore, I had experience in serving a large variety of customers, between families and more mature late night bookings. I was involved in the booking and selling of Bowling and Laser Tag, various administrative activities such as the preparation of arcade cards and assisting in preparing for functions, and the exchange of tickets for prizes.

ABOUT ME

I am a motivated university student currently studying Archaeology with 3 years of hospitality experience, developing my skills in a variety of areas. I pride myself in my determination and trustworthiness, and would bring my very best efforts to any prospective jobs.

REFERENCES

Fiona Fiscianelli

Previously Manager at Wyncity Point Cook

- Email: fionafas97@gmail.com
- Contact Number: 0405 181 512

Cassandra Hardy

Mentor and Former Teacher

- Email: cassandra.hardy@education.vic.gov.au
- Contact Number: 9974 7777