

Kristian Ivancevic

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## EDUCATION

High School

09/2006-06/2011 IT and computer technician

I. tehnička škola Tesla, Zagreb (Croatia)

## WORK EXPERIENCE

**Currently unemployed – learning IT skills (front end web development) from home (html,css,js,react.js,next.js), taking time off from traveling last few years**

### **Order Picker**

#### **Conglom Inc**

**Richmond, BC, 13180 Mitchell Road, Unit 120**

**April 2019 – May 2019**

My main tasks were:

- Recieve and check incoming orders to pick
- Locate products using information on order
- Build pallets with orders and position them to loading docks
- Wrap orders before loading truck
- Re-stock inventory manually or with warehouse equipment
- Keep records of completed order
- Maintain equipment and report on malfunctions
- Cleaning floor
- Learned how to operate standing forklift (don't have licence but know how to operate with him very well)

### **Order Picker**

#### **Bruce & Clark**

**Richmond, BC, 6691 Elmbridge way, Unit 110**

**February 2019 – April 2019**

- Locate products using information on order
- Build pallets with orders and position them to loading docks
- Wrap orders before loading truck
- Re-stock inventory manually or with warehouse equipment
- Keep records of completed order
- Maintain equipment and report on malfunctions

- Cleaning floor

#### **Order Picker**

**Conglom Inc (work through recruitment agency AngusOne)**

**Richmond, BC, 13180 Mitchell Road, Unit 120**

**July 2018 – January 2019**

My main tasks were:

- Recieve and check incoming orders to pick
- Locate products using information on order
- Build pallets with orders and position them to loading docks
- Wrap orders before loading truck
- Re-stock inventory manually or with warehouse equipment
- Keep records of completed order
- Maintain equipment and report on malfunctions
- Cleaning floor
- Learned how to operate standing forklift (don't have licence but know how to operate with him very well)

#### **Barista**

**Sodexo Ltd**

**Dublin, eBay, Atrium Building, Navan Road**

**March 2018 – May 2018**

My main tasks were:

- Communicating and servicing customers
- Making sure my workplace is clean and tidy
- Preparing coffee, tea, and all sort of drinks
- Food serving
- Making sandwiches, salads, smoothies

#### **Catering Assistant**

**Abargrove Ltd**

**Dublin, Shelbourne Park, Greyhound stadium**

**July 2017 – December 2017**

My main tasks were:

- Catering
- Cleaning tables
- Communicating and servicing customers
- Polishing cutlery

#### **Catering Assistant**

**Dublin, Artane Castle Shopping Centre, Artane& The Square Tallaght**

**June 2017 – February 2018**

My main tasks were:

- Serving food
- Cleaning tables and tray
- Sorting dirty glasses, plates, cup, cleaning and washing them
- Communicating and servicing customers
- Polishing cutlery

**Deliverer****DHL, Hamburg/Munchen (Germany)****September 2016 – April 2017**

My main tasks were:

- Working with scanner
- Sorting packets depending on streets you have on your tour plane and priority
- Delivering to receiver
- Communicating and servicing customers
- Knowing your tour plane

**Waiter, bartender, barista, barkeeper****Beerhouse Mali Medo - d.o.o., Zagreb (Croatia)****June/2016-Semptember/2016**

Beerhouse with home-brewed beer and domestic food located in the center of Zagreb, in the street called "Tkalča" which is known as the most famous touristic street in Zagreb. I had an opportunity to learn about active sales.

My main tasks were:

- Communication and service to guests
- Reservation acceptance
- Inventur
- Keeping the club clean
- Good order
- Sorting and counting money
- Working in team
- Shiftwork
- Working in the bar

**Managing Director****Elisa Trgovina d.o.o., Zagreb (Croatia)****October 2014 - May 2016**

Company engage in the sale of outdoor equipment in most visited Shopping Mall (Arena Centar – Zagreb)

My main tasks were:

- Employment of workers
- Work on the cash desk
- Sales of products
- Communicating and servicing customers
- Working in team
- Inventur
- Receipt of goods
- Calculation of the proceeds
- Receiving complaints

**Shop salesperson****Muller d.o.o., Zagreb – West Gate (CROATIA)****November 2013 – December 2013**

My tasks were:

- Sales of products
- Work with customers
- Goods receipt
- Inventur
- Work in warehouse

**Warehouse worker**

**April 2013 – October 2013**

**Orbico d.o.o., Zagreb (CROATIA)**

My tasks were:

- Loading and unloading good from trucks
- Sorting products
- Stocktaking of warehouse

**FOREIGN LANGUAGES**

English (fluent)

**SKILL**

**IT Skills:**

Comprehensive knowledge of Microsoft Office tools (Word, Excel, PowerPoint) and various Web Browsers

**Communication skills:**

Excellent communication skills gained in more than 7 years of experience in working with people. I am an openminded person ready for adapting in a new multicultural environment.

**Job-related skills:**

With my experience I can work in various industries. I am ready to learn and work in retail, sales, hospitality and administration.

**ADDITIONAL INFO**

**About me:** I am 27 years old and I come from Croatia. I have graduated Computer technician and IT high school in Zagreb - Croatia. My goal is to find a full-time job that suits my preferences, knowledge, and skills, through which I will better my experience and advance my career. I am a very communicative and goal motivated individual who is able to work both in a team and alone.

**ABLE TO START IMMEDIATELY.**