

Joshua Mangoendaan

Phone: 0431 454 200 • **Email:** Joshua.mangoendaan@gmail.com • **Address:** 23 Heatherlea Crescent, KEILOR EAST, VIC 3033
LinkedIn: <https://www.linkedin.com/in/joshuam18/> • References available upon request

Career Objective

RMIT Bachelor of Business (Economics and Finance) student currently in penultimate year. Seeking to gain more experience and establish connections in the finance world. Confident working in diverse environments as both a leader and a team player. Proficient skills in Microsoft Word and Excel with some experience in MYOB.

Education

RMIT University **2017 to 2019 (Expected)**
Bachelor of Business (Economics and Finance)

- Relevant subjects completed include Business Computing, Business Statistics, Macroeconomics and Business Finance
- Transcript available upon request

Work Experience

Backpack Palace **January 2018 to October 2018**
Co-Founder

- Responsible for all legal and financial aspects such as budgeting, registration of ABN/TFN and completing the business' partnership tax return
- Regular usage of Microsoft Word and Excel as well as social media platforms for marketing purposes
- Used entrepreneurial skills such as strategic planning, self-discipline and problem solving to achieve business goals

Nobel Greek Tavern **March 2017 to Present**
Cook

- Applied decisiveness, teamwork and communication skills to work with other cooks and wait staff and ensure that all meals are prepared in a timely manner
- Attention to detail crucial to ensure presentation and quality of meals prepared are held to a high degree
- Confident in keeping a cool head under the natural pressure of a kitchen environment

Co-Curricular Activities

RMIT University **Semester 2, 2017**
Student Learning Adviser Mentor (SLAMs)

- Received Certificate of Recognition for volunteering as a Student Learning Adviser Mentor
- Assisted other students with their academic studies in macroeconomics
- Used communication and time management skills to effectively teach content as well as strengthening my knowledge of macroeconomics

Buckley Park College **January 2016 to November 2016**
Member of the Senior Debating Team

- Applied teamwork, analytical and communication skills to compete in the 2016 Schools Competition

Skills

- **Proficient in MS Excel** – regular usage of Excel to record Backpack Palace's financial information
- **Leadership** – used leadership to work with business partner and freelancers to ensure all targets are met
- **Communication** – used communication skills to teach and explain macroeconomics to students