

Vanessa Kim

Resume 2021

Person Information

Address

13 Sabin Street
Caboolture 4510

Mobile

0499 311 717

Email

Vanessa.jade.kim@hotmail.com

Education

Queensland Certificate of Education
Year 12 Certificate of Attainment
Urangan State High School

Responsible Service of Alcohol
(RSA)
Hospitality Institute of Australasia

Certificate II in Retail Services
Urangan State High School

COVID SAFE Work Training
Tafe Queensland

Provide Tier 2 General Advice
in general insurance
Auto & General Training Pty Ltd

Referees

Professional

Stephan Nardi
A&G Team Leader
0449 760 144

Danielle Smith
Caltex Supervisor
0401 204 900

Dean Possumah
EB Games Manager
0481 114 299

Joshua Borodin
Liquorland Manager
0434 856 981

Experience and Skills

Aug 2020 -
Present

Sales Consultant

Auto & General, North Lakes

Multitask blended customer service inc. inbound, outbound calls, administration and support
Comply with policy, procedural and legislative requirements

April 2019 -
Aug 2020

Sales Associate - Barista

Caltex The Foodary, Caboolture

Strict following of safety procedures
Barista skills, food preparation and safety
Fast paced environment
Overseeing contractor sign ins

July 2017 -
June 2019

Team member – Second In Charge

Liquorland, Upper Mount Gravatt/Morayfield

Opening and closing of store, POS
Invoicing, ordering and online transactions
Maintain incident, business and financial records
Work across multiple sites
Managing cash orders and clearances
Design and produce documents, store displays
Follow Tabaco and alcohol legislation
Manual handling

Aug 2016 -
Mar 2017

Sales Associate

EB Games, Pialba

Integrity, discreet with customer information
Technical aptitude
Recommendations for products and services
Handling transfers, answering phones

June 2014 -
Mar 2017

Team Leader

Kmart, Pialba

Team management and leadership
Process Customer complaints
Reading barcodes and ticketed items

Feb 2013 -
Mar 2014

Team Member

McDonalds, Pialba

Customer Service, sales
KPI Targets, upselling, cash management
Housekeeping