

Samuel Broughton

I am an enthusiastic, hardworking employee with a team oriented attitude. I am always eager to learn new things and broaden my knowledge and experience. I easily adapt to new environments and excel when placed out of my comfort zone. I have a broad degree of experience working in sales, customer service, retail, warehouse operations, and business operating systems such as MYOB. I enjoy challenges, and I am looking for my next opportunity that will allow me to prove my worth.

EMPLOYMENT

Dec 2015 – Present

TEAM MEMBER – Woolworths Kelmscott

Woolworths Supermarkets is an Australian supermarket/grocery store chain owned by Woolworths Ltd. Founded in 1924. Along with Coles they form a near-duopoly of Australian supermarkets. I have worked multiple positions in my time here such as service cashier, deli team member, meat department team member, produce team member and personal shopper. In these roles my daily duties are as follows;

- + Self-service checkout management
- + POS operations
- + Customer liaison
- + Supervisor's assistant
- + Stocked and replenished deli cabinet and fridges.
- + Stocked and replenished fresh produce
- + Managing and receiving daily stock orders
- + Managing catering orders for clients
- + Ensuring staff followed strict hygiene and sanitation principles
- + Ensuring all staff followed strict cleaning policy
- + Use of deli equipment including slicing machinery
- + Preparing sliced fruit packages
- + Understanding and enforcing of personal safety policies.
- + Working unsupervised
- + Time management
- + Heavy lifting
- + Achieving all performance targets
- + Effective communication with co-workers
- + Keeping a clean and effective work space

Mar 2013 – Dec 2015

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SALES ASSISTANT – The Lolly Bus

The Lolly Bus is a small family run business that deals in wholesale of confectionery to select suppliers. They also service the Perth metropolitan area through the use of their converted confectionary bus by attending events and shows year round. My daily responsibilities included;

- + Administration: Managed day-to-day office maintenance, deliveries and supplies; handled enquiries; reconciled credit cards; managing inbound and outbound calls; preparing end of month reports.
- + Finance: Created purchase orders; invoiced clients, dealt with supplier's orders, and managed inventory using MYOB.
- + Warehousing: Supplying and restocking of merchandise.
- + Assisting of day to day tasks of other staff to ensure store targets are achieved as well as store KPI's

EDUCATION

2016

WACE – GRADUATED YEAR 12 – Thornlie Christian College

CERTIFICATIONS & ACHIEVEMENTS

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CERTIFICATE III IN HOSPITALITY AND KITCHEN OPERATIONS

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CERTIFICATE III IN CREATIVE INDUSTRIES MEDIA

2016

YEAR 12 HIGHEST ACHIEVER – HOSPITALITY

2015

YEAR 11 RUNNER UP HIGHEST ACHIEVER – VOCATIONAL PATHWAY

REFERENCES

Professional references available upon request