

# Ting Han Gan

0478 839 328  
tinghan68@gmail.com

## EXPERIENCE

### **Tsuru Japanese Restaurant, Melbourne VIC — *Part Time***

JANUARY 2021 - CURRENT

Developed necessary skills in the heart of Melbourne to manage and handle reservations while liaising between both kitchens and staff to ensure quality customer service is met. Within this position, I have gained the trust to supervise and conduct staff training by providing important information and demonstrations as part of training procedures.

### **Crystal Palace Catering, Melbourne VIC — *Part Time***

JANUARY 2019 - CURRENT

Worked as an effective team member and leader to take orders, serve food and beverages whilst checking in with guests to uphold the company values of excellent customer service. I have also learnt the ability to balance workloads efficiently in a constantly changing and high intensity environment, while working in a range of diverse teams.

### **Vegie Patch, Parkville VIC — *Work Experience***

MARCH 2016

Had the opportunity to train in a fast-paced environment at Melbourne University, serving customers during peak lunch hours to develop customer service skills.

## EDUCATION

### **Monash University, Clayton VIC**

JANUARY 2019 – CURRENT

Pursuing a bachelor's degree in Computer Science at Monash University, specialising in Data Science.

### **McKinnon Secondary College, McKinnon VIC — *Victorian Certificate of Education (VCE)***

JANUARY 2013 - DECEMBER 2018

Graduated at a VCE level with having the opportunity to experience school from a different perspective by being a form captain for one year.

## VOLUNTEERING

### **Peer Mentor, Clayton VIC — *Volunteer***

JANUARY 2020 – JUNE 2020

Assisted first years with any questions they had by planning information and social events to ensure any students' transition from high school to university is as comfortable as possible. I believe I have continuously increased on communication skills, while also developed necessary planning and leadership skills.

### **Good Friday Appeal Walk, Melbourne VIC — *Volunteer***

MARCH 2018 & APRIL 2019

Participated in the Good Friday Appeal Walk with the Friends of the Children Foundation. Walked 22 km from Clayton Station to Melbourne Convention and Exhibition Centre while raising funds along the way.

## SKILLS

Ability to balance workloads efficiently in a constantly changing working environment

## LANGUAGES

Proficient in English and Mandarin

## REFEREES

Jenny Xu

Employer

Vegie Patch

0403 256 887

Kim Vu

Employer/Manager

Crystal Palace Catering

0410 720 551