

# Emma Johnston

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Date of Birth: 14/01/1998

## PERSONAL STATEMENT

Looking for a job that allows me to use my people skills. Hard worker who learns quickly and enjoys being part of a team. Available to work flexible hours including evenings and weekends.

## WORK EXPERIENCE

Team Member at Cafe Sol, 5/2024 - Present

- Assisted in opening and closing procedures
- Supported management with administrative tasks
- Prepared food items according to company standards and procedures
- Maintained a clean and organized work environment

Customer Service Representative at Milano, 6/2022 - 12/2023

- Maintained a clean and organized work environment
- Prepared food items according to company standards and procedures
- Participated in team meetings and contributed improvement ideas

Shift Manager at McDonald's, 1/2019 - 4/2021

- Achieved employee of the month 2 times
- Assisted in opening and closing procedures

## EDUCATION

Higher Certificate in Information Technology, Institute of Technology Sligo (2024)

## SKILLS

- communication
- allergen awareness
- cooking
- customer service

- multitasking
- kitchen experience
- inventory management
- teamwork
- Marketing
- Event Planning
- Sales

## **REFERENCES**

References available upon request