

# Clare O'Neil

A diligent, well-organised university graduate with a Bachelor of Science in Psychology. A Japanese-English bilingual with numerous experiences in hospitality and education fields.

## EXPERIENCE

### **Bincho Boss, Melbourne, Australia — Food Server**

Oct 2020 - Ongoing

Contemporary Japanese restaurant. Required sufficient knowledge on Japanese cuisine and beverages especially Sake, along with great communication skills.

### **Drake One Fifty, Toronto, Canada — Food Runner**

Jan 2020 - Aug 2020

Contemporary restaurant that focuses on local art, music and food. Required sufficient knowledge about the Drake Company, the artworks being displayed and the food

### **Chotto Matte, Toronto, Canada — Server Assistant**

Aug 2019 - Aug 2020

Modern luxury restaurant serving Japanese Peruvian fusion cuisine. Required exceptional knowledge on all ingredients within each dish as well as on the company history.

### **Melbourne International School of Japanese, Oakleigh South, Melbourne — Teaching Staff**

Apr 2018 - Mar 2019

Teaching VCE Mathematical Methods in Japanese to 2 classes of 20 students every Saturday. Created own teaching material, wrote student reports and attended staff meetings.

### **IMA Project Cafe, Carlton, Melbourne — Front of House Staff**

Jul 2018 - Mar 2019

Opening staff at new cafe that won best cafe by Time Out Melbourne 2019 Food awards

### **Cambridge University Press, North Melbourne — Freelance Test Checking**

Jul 2018 - Aug 2018

Checking and Levelling of Questions on upcoming QLD Maths Methods textbook

### **Maedaya Japanese Restaurant, Richmond, Melbourne — Bartender and Waitress**

Jul 2016 - Sep 2018

Japanese Izakaya-style Restaurant specialising in Japanese Sake and charcoal-grill yakitori skewers.

## EDUCATION

### **The University of Melbourne — Bachelor's Degree**

2016 - 2018

Bachelor of Science, Psychology Major, Weighted Average H2B (72.542%)

### **Melbourne International School of Japanese — community language school**

2008 - 2014

Japanese supplementary school recognised by the Japanese Government

## AWARD

### **Unsung Hero Award — Chotto Matte Toronto**

Won award among approximately 50 staff members for being a diligent and reliable team member (Jan 2020)

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**DOB: 25/08/1997**

## SOFT SKILLS

Team player

Efficiently adapt to different situations

Friendly and approachable

Strong morals and ethics

Diligent and responsible

Enthusiastic learner

Strong communications skills

Positive attitude towards work

## HARD SKILLS

Abacus POS system

OpenTable POS system

Microsoft office including Word, Powerpoint and Excel

SPSS statistics data analysis

JASP statistics data analysis

HTML

CSS

Basic Ruby

Responsible service of Alcohol

## LANGUAGES

Japanese - Fluent

English - Fluent