

Tia Comyns

tia_comyns@yahoo.com.au

0435 025 477

Murrumbeena, VIC, 3163

Key skills

- Professional Phone Manner
- Skilled with Microsoft, Adobe and Google products
- Technologically Adept
- Excellent Communication skills both written and verbal
- Great organisational skills

Education

Bachelor of Information Technology from Royal Melbourne Institute of Technology (RMIT)
Graduating 2023

References

Alyssa Foster
Coworker at Bunnings
0481 277 011

Emily Buttigieg
Coworker at Bunnings
0467 412 691

Michael Hyland
Manager at Bunnings
0419 209 381

Summary

A passionate and hardworking IT Student at RMIT. Raised in a diverse background hailing from Hong Kong. Creative and Dependable employee that consistently exceeds expectations in any role I undertake.

Career history

Shift Manager at Engadine McDonalds

November 2012 – September 2017

- Cash Counting and Safe Management
- Ensuring the safety of all employees on shift
- Meeting KPI's and Ensuring Customer Satisfaction
- Team Member of the Year 2014

Expert Team Member at Bunnings Port Melbourne

August 2018 – Present

Developing a rapport with various customers ranging from 'DIY'ers to Professional Tradesmen, Liaising with Customers and Suppliers over the phone.

- Designing custom Kitchens for customers by appointment, tailored to their needs and specifications.
- Creating and Managing large orders, complex quotes and custom fabrications for hundreds of customers a week.
- Providing knowledgeable recommendations to customers in the Paint Department, where our team won Most Successful Team in Country in 2020.

Research Assistant at Royal Melbourne Institute of Technology (RMIT)

April 2022 – Present

Research Assistant in the Centre for Digital Innovation, Duties Involve a mix of aiding educational sessions for high school groups and writing scripts for automation purposes.

Club Leader at The RMIT Programming Club and Society for Women in Information Technology (Volunteer)

March 2022 – Present

Voluntary positions aimed towards students studying Technology related degrees at RMIT. Here I work to organise events for students and promote and uplift young women in STEM.

- Was involved in organising RMIT's largest Engineering/IT Industry Night in several years, with over 500 tickets sold to students and over 30 companies in attendance.
- Organising a minimum of 5 events for students per semester, ranging in content between Game Nights, Networking Opportunities and Technical Skills Workshops