**Rebecca Mi-Ja Kang**

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# PROFESSIONAL STATEMENT

Organized and reliable worker with about 3 years of experience specialty in a food factory and a home cleaning company. Possessing a commercial head, as well as exceptional cooking skills allows her keep a kitchen effective and operational no matter how busy it gets. Good understanding of operational knowledge of a variety of cleaning chemicals and equipment. Substantial experience of performing residential cleaning and housekeeping tasks.

**EDUCATION**

**Jan 2022- Jun 2022: Duke Institute of Studies Auckland**

* General English Language Course

**Mar 2006- Aug 2011: Bachelor of Educational Science Korea National Open Univ. South Korea**

* Majored in Early Childhood Education

**WORK EXPERIENCE**

# Mar 2020–Feb 2022: KATSUBI HQ Co., Ltd Auckland

# Staff

Responsible for carrying out a wide range of duties to produce frozen foods at HQ factory

Roles & Responsibilities:

* Cleaning and arranging the cold storage
* Disposing of rubbish and waste
* Loaded materials and products into package processing equipment.
* Printing and attaching labels for each products
* Wrapping frozen foods to be delivered to branches
* Entering recipes and ingredients into spreadsheets.

# May 2018–Aug 2018: Happy Cleaning Co., Ltd Auckland

# Home Cleaner

Responsible for carrying out home cleaning to meet customer’s requirements

Roles & Responsibilities:

* Dusted and wiped all lighting fixtures, shelves, and windowsills of the house.
* Sanitized all bathrooms and restocked them with needed supplies.
* Collected and disposed of garbage and debris from trash cans and ashtrays.
* Washed and disinfected all washroom fixtures, toilets, and surfaces

# May 2018–Aug 2018: Galley Cafe Auckland S. Korea

# Kitchen hand

Responsible for carrying out a wide range of duties in a busy kitchen environment.

Roles & Responsibilities:

* Making sure that the chef has everything they need to carry out their duties
* Assisting the Kitchen Manager in food prepping, cooking and cleaning
* Washing up dishes and kitchen utensils
* Disposing of rubbish and waste
* Setting up the kitchen service counter
* Mopping up any spills immediately

# Sep 2016-Feb 2017: Solmaroo Kindergarten S.Korea

# Assistant Teacher

* Collaborated with lead teachers to help children reach their goals.
* Assisted with small and large group activities, as well as preparation of materials and learning spaces.
* Developed and led learning activities on field days and other special event days, including Week of the Young Child

# Sep 2012-Oct 2013: Ha-im Kindergarten S.Korea

# Assistant Teacher

* Collaborated with lead teachers to help children reach their goals.
* Assisted with small and large group activities, as well as preparation of materials and learning spaces.
* Developed and led learning activities on field days and other special event days, including Week of the Young Child

# Mar 2012–Sep 2012: Boddle Kindergarten S.Korea

# Assistant Teacher

* Collaborated with lead teachers to help children reach their goals.
* Assisted with small and large group activities, as well as preparation of materials and learning spaces.
* Developed and led learning activities on field days and other special event days, including Week of the Young Child

# PRESONAL INTERESTS/ACTIVITIES

* A very calm and polite person who enjoys swimming and running
* Member of Auckland Tabernacle Baptist Church

# OTHER

Open Work Visa (Exp. 14/10/2024, waiting for 2021 PR visa)

New Zealand Driver License: Full