

Kate Pedemont  
131 Verney Rd East, Graceville  
Brisbane QLD 4075  
0414299326  
[pedemont1@hotmail.com](mailto:pedemont1@hotmail.com)

Dear Sir/Madam,

I am writing to apply for the vacant position. As requested, I have attached my resume.

The opportunity presented, sparked my interest, and I believe that my strong work ethic and upbeat personality would make me a good candidate for the role. The strengths that I possess for success in this role include:

- I have good interpersonal and communication skills
- I strive for continued excellence and am always trying to gain new skills which I can employ within the workplace
- I am responsible and capable of handling high stress situations, as well as working in a fast paced environment
- I won my high school rowing spirit award because of my upbeat and friendly demeanour
- I am well presented and polite

As a result of me putting my studies on hold to gain experience in the work force, I am able to work full time if needed and am extremely flexible when it comes to scheduling. As a certified barista I am able to make any coffee you would find on a typical Australian menu and have also undertaken a coffee art course. I also have my RSA. I believe I would be a great candidate for the position and am willing to work hard to show that I am capable of handling the role.

Please see my resume for additional information.

I can be reached via email at [pedemont1@hotmail.com](mailto:pedemont1@hotmail.com) or by mobile phone, 0414299326

Thank you for your time and consideration. I look forward to speaking with you about this employment opportunity.

Yours faithfully,

Kate Pedemont

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13/12/1994

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I am an enthusiastic, outgoing and loyal worker that works well within a team environment. I am always willing to learn and engage in new experiences to improve my skills. As a result of living overseas and travelling alone internationally from a young age, I am responsible and able to work well as an individual, when needed. I also speak conversational French. I am personable and have good communication skills, which would allow me to interact easily in within the working environment as well as with customers. As a result of living in a boarding house for two and a half years I have gained interpersonal skills and the ability to communicate well with others. I was studying at Queensland University of Technology, doing a bachelor of science. Although, I am currently taking a break from my studies to gain some experience within the workforce.

## Education

St Peters Lutheran College, Australia                      2004 – 2011

American School of Grenoble, France                      January – August 2009

## Work and Volunteer Experience

- work experience Rio Tinto, Voreppe, France
- Fundraising for our boarding house – selling valentines roses, boarder week(including: selling doughnuts, holding a sausage sizzle, organising games such as touch football, tug of war and volleyball)
- Involved in helping donate baskets to flood victims

## Qualifications and Awards

- Responsible Service of Alcohol (RSA) – 2012
- Barista Certification – Barista Basics Coffee Academy – 2014
- Coffee art certification – Barista Basics Coffee Academy – 2014
- SITHFAB204 – prepare and serve espresso coffee (hospitality cert III unit) - 2014
- SITXFSA101 – use hygienic practices for food safety (hospitality cert III unit) - 2014
- 2010 SPLC open rowing spirit award

## Interests and Skills

- Soccer
- Rowing
- Tennis
- snowboarding
- Attending concerts
- Swimming
- Reading
- Photography
- Travelling

**References:** Available on request

