

THARAKA KIRIELLA



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Melbourne, VIC

KEY SKILLS

- Strong work ethic
- Reliable and efficient
- Attention to detail
- Quality control
- KPI management
- Safety conscious
- Heavy lifting and manual handling
- Team player

EDUCATION

CERTIFICATE III HOSPITALITY
KANGAN INSTITUTE

**VICTORIAN CERTIFICATE OF
EDUCATION**
GILSON COLLEGE

REFERENCES

Provided upon request

PROFESSIONAL PROFILE

I am reliable and hardworking with a strong record of productivity and efficiency. I am proficient in use of standard warehouse equipment and dedicated to safe operating practices. I can effectively and promptly complete job duties within expected timeframes. I am eager to contribute to team success through hard work, attention to detail and excellent organisational skills.

EXPERIENCE

FedEx Express
Current
Freight Handler

November 2021 -

- Loading and unloading of freight within trailers
- Securing freight in trailers using appropriate tools (pallets, straps, bars)
- Labelling and processing shipments once delivered from suppliers
- Repairing damaged freight when necessary
- Documenting orders with consignment numbers via the company freight software
- Pallet stacking and pallet wrapping for loading and delivery
- Maintaining and achieving set KPIs
- Sorting of consignments to correct delivery areas
- Managing and internally moving consignments through the Tullamarine station in an efficient manner

TSCO Pty Ltd
Packer

June 2019 – October 2020

- Maintain quality in the warehouse by noting the location of all damaged inventory and reporting to manager or coordinator
- Move material with hand trucks, pallet jacks and with proper training, motorized pallet jacks
- Have a keen sense for seeing, hearing and remembering part numbers and line codes
- Directs, stages and places all material in or outside the building
- Pack clothing and protective equipment into appropriate packages from bulk cartons
- Marking and labeling containers and products with container tags using marking tools for proper identification

TrialsCarries.com (Online Service)
STORE MANAGER

April 2016 – June 2021

- Creating business strategies to attract new customers, expand store traffic and enhance traffic to inform website maintenance and effectiveness of marketing strategies
- Providing online support and responding to customer complaints and queries in a professional manner
- Developing and issuing weekly newsletters to customers with updates on store changes, discounts and upcoming services
- Creating promotional offers and ensuring these are managed appropriately
- Managing the store's ecommerce platform (Shopify)

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EXPERIENCE continued

CROWN RESORTS LIMITED (CROWN CASINO)

SURVEILLANCE OPERATOR
2016

January 2015 – April

- Providing assistance to patrons of the casino and employees
- Observing movements and activities of patrons and employees
- Working alongside law enforcement and security to ensure safety on the premises
- Responding to security and emergency incidents including investigation and analysis of suspicious activities
- Recording and reporting illegal activity and violations of policy or regulations.

CROWN RESORTS LIMITED (CROWN CASINO)

CROUPIER (DEALER)

February 2011 – December 2015

- Ensuring customer needs are met in line with Crown's service commitment
- Promoting Crown Signature Club loyalty program
- Providing information about the rules of the game and observe players for appropriate activity while at the table
- Quickly and efficiently determine winners, pay winnings and collect losing bets according to rules of specific games
- Interacting with floor supervisors to share concerns and information as well as any misconduct or suspicious behavior during the course of game play.