****

**Career Objective**

To fulfil my passion and enthusiasm as a worker

**Relevant Skills**

*Teamwork*  Teaming to help orphaned children in Longjing, China by teaching them drama, sports and English, whilst supporting the team through the significant change in lifestyle.

*Problem Solving* Rank 1st in High School for mathematics, receiving 95 for 2u maths and 92 for 3u maths

 Solving issues regarding crowd control

**Education**

 *2011 - 2014* **Bachelor of Commerce and Arts**

 University of Sydney

*2005 – 2010* **Higher School Certificate**

 Toongabbie Christian School

Overall HSC performance (2010)

 96.60 ATAR

**Professional Experience**

*Nov 2012 – June 2014* **Valleygirl, Harbourside Shopping Centre (Sales Assistant)**

***Responsibilities:***

Opening and Closing the store (closing the register)

Visual Merchandising

Stock Count

Customer Service

Cleaning the store (vacuuming, mopping, sweeping, wiping)

Opening stock and hanging them in appropriate areas

*June 2010 – June 2012*  **Cordelias Café, 586 Darling st Rozelle (Part Time – Waitress)**

***Responsibilities:***

Serving the customers with a friendly approach

Taking orders from customers

Serving and making simple meals such as sandwiches and breakfast menus

Making cold drinks such as smoothies, frappes and milkshakes

Washing dishes and cleaning the store when closed

*Nov 2011 – Jan 2012* **David Jones, Bondi Junction, kitchenware department (Christmas Casual Sales Assistant)**

 ***Responsibilities:***

Managing stock levels

Assisting customers with a polite manner on kitchenware appliances

Introducing customers to David Jones American Express card benefits

Operating the register – closing the register

Arranging and organising the store and stock

*Nov 2010 – May 2011* **SES (women’s clothing store), Blacktown Westpoint and Mt Druitt Westfield**

 **(Part time Sales Assistant) Employee No. J02662**

 ***Responsibilities:***

Tidying up the clothes racks regularly for a clean and better looking store

 Opening and Closing the store

 Operating the Register

 Serving Customers with greetings and approaching them with help

 Opening and packing new sets of clothes (putting on security tags and pricing them

 with the appropriate price)

 Cleaning the Store at the end of the day

 Managing stock levels

**Additional Skill & Information**

Languages: Fluent in Korean and English, and limited understanding of Japanese

Computer Skills: High proficiency in Microsoft Office applications (Word, Excel, Powerpoint)

Interests: Snowboarding, Boxing, Nail Art