

Bailey Kelly

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DOB - 29/08/2005

Dear possible employer

I have recently been informed that you are looking to hire new staff and think I would be a great fit for this position. I am an extremely hard working individual who works well within a team and independently. I am constantly looking to expand my knowledge and experiences. I have a lot of experience within hospitality, my past/ current jobs have taught me how to provide exceptional customer service and communicate appropriately. Along with my fantastic work ethic and my kind and easygoing nature, I believe I would be a great fit/addition to your team.

I am currently trained to complete a wide selection of front of house tasks, including working as a barista, waitress and as a competent bartender with a current RSA. I have worked within the Hospitality industry for four years now and am looking to continue to learn and gain experiences.

Education -

I have recently graduated from Terrigal high in 2023, with a High School Certificate. Currently studying at Newcastle University.

Work Experience -

Aromas By The Sea Terrigal, 2022- Current

- At Aromas I am trained to complete all front of house tasks. Hospitality has taught me how to work well under extreme pressure, problem solve appropriately, multitask and provide excellent customer service.

My roles at Aromas include, bartending, taking orders at the till, maintaining cleanliness within the restaurant, as well as being a barista and waitress.

Rajdhani Wamberal Delivery Driving, 2023 - 2024

- My roles at Rajdhani's involve delivering food to customers, within a timeframe and providing exceptional customer service to those whom I'm delivering to.

McDonald's Erina 2020 - 2023

- Skills I have learnt from working at McDonalds is the ability to multitask, solve issues, work well under pressure, offer great customer service, and communicate exceptionally.

Skills -

- Customer service
- Bartender
- Barista
- Communication skills
- Computer skills
- Time management
- Fast learner
- Hard worker
- Multitasker
- Problem solver

- Thankyou for considering my resume, Bailey :)

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