

Ana Maria Guillot

Email: anamariaguillot2@gmail.com

Mobile: +61 451795450

Personal Profile

I have an excellent attitude and dedication to service, dynamic, patient, punctual, organized, helpful, respectful, strict, disciplined, noted for teamwork and leadership skills, ability to learn quickly and adaptability, analysis and problem solving. Verbally fluent, efficient, effective. Committed to work, autonomous and oriented to the obtaining results.

SKILLS

- Languages spoken: Fluent Spanish and English
 - Ability to prepare ingredients, cook basic dishes, and assist with various culinary tasks.
 - Efficiently managing tasks to ensure food is prepared and served in a timely manner.
 - Collaborating with chefs, waitstaff, and other kitchen staff to ensure smooth kitchen operations.
 - Ensuring all dishes meet quality standards and are presented correctly.
 - Interacting with customers in a friendly and professional manner, if required, especially in open kitchen environments.
 - Punctual presentation and excellent grooming
 - Understanding basic cooking techniques and being able to follow recipes accurately.
 - Being able to adjust to changes in the kitchen environment and handle unexpected situations effectively
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EDUCATION AND TRAINING

Certificate III in Individual support (Ageing and Disability)

National college of vocational education- Sydney, Australia (completed course)

First aid and CPR certification

National college of vocational education- Sydney, Australia (completed course)

Diploma in International Cuisine (2022)

Politecnico Internacional –Bogota, Colombia (Graduated and completed course)

Diploma in Professional Barista Services and Coffee Tasting (2022)

Politecnico Internacional – Bogota, Colombia (Graduated and completed course)

EMPLOYMENT HISTORY AND WORK EXPERIENCE

PART TIME – Adventist Age Care Kings Langley (2023 - Present)

Sidney – Australia (KITCHEN HAND/ CUSTOMER SERVICE)

- Commitment to hours and times available for working.
- Customer Service skills developed.
- Communication skills and team work to undertake roles in work field.
- Complete all tasks at the scheduled time.
- Good communication skills
- Serve food for each client.
- Preparation of Sandwich, Salads, and Protein drinks

CASUAL – Modo Mio Castle Hill (2023)

Sidney – Australia (KITCHEN HAND)

- Help in the preparation of sauces.
- Preparation of dough for pasta or pizza.
- Cleaning in the workplace.
- Customer service

CASUAL – McDonald’s West Ryde (2023)

Sidney – Australia (CREW STAFF)

- Good communication skills
- Customer Service skills developed.
- beverage and ice cream preparation
- cleaning of the workplace
- drive thru service.

PART TIME – Cali Press Market Street (2023)

Sidney – Australia (KITCHEN HAND/ CUSTOMER SERVICE)

- Good communication skills
- Sandwich hand
- Preparation and serving of food.
- Cashier
- Customer service

PART TIME – La Parrilla de Marcos RESTAURANT (2020)

Ibague – Colombia (KITCHEN HAND)

- Commitment to hours and times available for working.
- Customer Service skills developed.

- Responsibility to undertake roles in set time frame.
 - Communication skills and team work to undertake roles in work field.
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VOLUNTARY WORK

SUPPORT FOR "PRONOI VENTANILLA" (2019)

- Participation in remodelling school rooms and school bathrooms
- Helped students in visual learning
- Donated school utensils and needs
- Participated and helped in school performances