

Zoi Graffaela Dela Cruz

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EXPERIENCE

Hungry Jacks, Gregory Hills — Shift Supervisor

JANUARY 2020 - PRESENT (2 YEARS)

Duties: Handling money, Receiving stock & Invoicing, Handles Customer refunds/complaints, Opening & Closing store, Running Shift, Waste Control

The Moorebank Hotel - Fillippos, Moorebank — Kitchen Staff

MARCH - OCTOBER 2021 (7 MONTHS)

Duties: Cleaning, Serving, Record invoice, Booking/Event Planning

PRIMO - Chullora — Factory Meat Packer

FEBRUARY - JULY 2022 (5 MONTHS)

Duties: Picking & Packing, Organizing, Loading meat

Interface, Minto — Production Worker

JULY 2022 - NOVEMBER 2022 (4 MONTHS)

Duties: Unloading/Loading products, Documenting products

PAX, Ingleburn — Production Worker

NOVEMBER 2022 - PRESENT

Duties: Picking & Packing Products, Organizing & Cleaning

EDUCATION

Ingleburn High School, Ingleburn — Year 7-9

OCTOBER 2015 - MAY 2017

Subjects: English, Mathematics, Science, Geography, History, Photography, Personal Development & Physical Education (PDHPE)

25 Bronze Awards

St. Benedict Catholic College, Oran Park — Year 10-12

JANUARY 2018 - NOVEMBER 2020

Subjects: English Mathematics, Foodtechnology, Catholic Studies, Ancient History, Biology

Completed Year 12

Represented School in DIO Volleyball - 2019-2020

TAFE NSW - Certificate III in Health Services Assistant

SKILLS

Customer Service
Cash Handling
Pick/Packer
RF scanning
Organizing/Planning
First Aid/ Cardiopulmonary resuscitation

AWARDS

Bronze Award - for completing the 2017 NSW Premier's Secondary School Sport Challenge

Higher School Certificate - completion of Year 12

Certificate for consistent effort in English (2019)

Certificate III in Retail (2021)

Certificate III in Health Services Assistant (2023)

Working With Children Check

LANGUAGES

Tagalog, English

APRIL 2023 - PRESENT