

# HELEN PADDISON

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ADDRESS: Mt Eden/Auckland

## STRENGTHS

- Strong customer service
- Microsoft office savvy
- Creative
- Event experience
- Punctual
- Reliable
- Well organised

## EDUCATION

### Hospo Start, Restaurant Association of New Zealand / December 2020

- Barista, FOH and Kitchen Skills
- LCQ - US4646 and US16705
- NZQA Food Safety – US20666
- First Aid, St John Hospitality Course

### EIT Gisborne / 2016

- Certificate in Computing Level 2

### Academy NZ, Otahuhu / 2009 - 2010

- Certificate in Floristry Level 4

### Unitec, Auckland / 2005

- Certificate in Floristry Level 3

### Unitec, Auckland / 1999

- Certificate in Horticulture Level 3

## INTERESTS

- Floristry
- Cooking
- Outdoors
- Gardening
- Swimming

## ABOUT ME

I am a professional person who is keen, focused and full of potential. I have worked in many customer service positions and am a great team player. I have had experience as a barista and am looking to get into a waitress role. I would thrive working in the dining environment as I am a sociable person who loves to care for people and provide great service. I have been in sole charge of a shop for a couple of years and been in managerial roles, also I am confident working independently. I am friendly, creative, a good communicator, know how to take initiative, and I like to present myself well.

## WORK EXPERIENCE

### Room Attendant

Ibis / June 2019 – Aug 2019

- Changing bedding and making beds
- Cleaning bathroom and dusting room
- Vacuuming and mopping floors
- Changing towels and toiletries

### Retail Assistant

Red Cross Op Shop / June 2016 – Aug 2017

- Putting out clothes and arranging them
- Putting shop items out
- Serving customers
- Till and Eftpos operation

### Cleaner

Tupu Ake Respite / Jan 2011 – July 2011

- Cleaning toilets and bathroom
- Mopping and Vacuuming
- Dusting and cleaning living areas

### Barista

Obsess Cafe, Pak n Save Pukekohe / Jan 2009 - Jun 2009

- Working on the till and serving customers
- Making barista coffee and hot chocolate and ice drinks
- Cleaning area and coffee machine

### Garden centre worker

Petals and Pots, Pukekohe / Jan 2008 – Dec 2008

- Potting plants, fertilising, weeding and watering
- Serving customers and using cashier and Eftpos
- Making plant displays
- Pricing products



An initiative of the Restaurant Association of New Zealand

## REFERENCES

**Milika Gasparetti**

Facilitator, Restaurant Association NZ

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**Gilda Proietti**

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