
Edward Zhong

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SUMMARY

I am an enthusiastic, highly motivated young adult who keen to seek out a new challenge. I have proven leadership skills and can perform well individually and part of a team. I have a strong work ethic and a positive attitude and willing to learn new skills.

SKILLS

- ✓ Computer literate
- ✓ Customer service
- ✓ Problem solving
- ✓ Attention to detail.
- ✓ Punctual
- ✓ Fast Learner
- ✓ Bartending
- ✓ Hosting
- ✓ Team leadership

EDUCATION/QUALIFICATIONS

RSA & RCG

LEAP Pre-Employment Business Program

2021

- WHS
- Organised Personal Work Requirements
- Workplace Communication and Support

Miller Tafe

2021

Building a website – Statement of attainment

Parramatta High School, Parramatta NSW - Year 10-12

June 2018 - Nov 2020

Mudgee High School, Mudgee NSW - Year 7-10

Jan 2015 - June 2018

EXPERIENCE

Alex&Co. Parramatta | April 2024

F.O.H

- Hosting
- Customer Service
- Bartending
- General Cleaning
- Attention to Detail
- Service of Meals

UMAYA Japanese Restaurant | April 2022 – Sept 2023

Kitchen cook

- Stock Rotation
- Stock Take
- Food Preparation
- Implementing new dishes
- Supervising new employees
- Staff Training
- General Cleaning Duties
- Tempura
- Making Sushi

D & J'S KITCHEN Chinese Restaurant | 2021 – 2022

Floor staff and all rounder

- Customer service
- Taking orders and reservations
- Co-ordinating staff and organising table seatings.
- Service of meals
- Stocking of shelves
- Rotation of stock
- Balancing of tills
- General cleaning

INTERESTS/HOBBIES

Building Plastic Models

Reading Asian Style Comics

Building computers

REFEREES/REFERENCES

Gary Wu – 0433 922 502

Karin Chou – 0410 380 688

Fida Noor – 0449 914 837