

## Key Skills & Attributes

- Enthusiastic, motivated and reliable worker
- Accustomed to working with individuals from a wide variety of backgrounds
- Able to develop practical solutions to problems and work with minimal supervision
- Open to new ideas and techniques

### WAREHOUSE SKILLS

- Qualified and experienced forklift driver – over 10 years
- Picking and packing orders
- Loading and unloading trucks and moving pallets and containers

### FOOD INDUSTRY SKILLS

- Qualified pastry cook
- Qualified baker
- All baking, finishing and decorating skills

### CAR DETAILING SKILLS

- Buffing and polishing
- Valeting all vehicles

### DELIVERY SKILLS

- Making deliveries efficiently and on time
- Maintaining a log book
- Reading maps and determining routes

## Employment History

2008	Courier, Australia Post	<ul style="list-style-type: none"><li>• Assisting with receipting inward mail, checking wrongly addressed, miss sorted, undelivered and redirected mail, processing freepost and underpaid mail</li><li>• Delivering mail, parcels, documents and other items to customers premises and mailboxes</li><li>• Loading and unloading mail conveyances and internal mail handling equipment</li><li>• Sorting and sequencing items for delivery</li></ul>
2008	Store person, Arthur Stuchbury Office Furniture	<ul style="list-style-type: none"><li>• Install office furniture</li></ul>
1995 - 2006	Store person, Woolworths	<ul style="list-style-type: none"><li>• Operating machine to lift, place and remove goods on high levels</li><li>• Operating specialised equipment, such as manually and electronically guided order pickers, and checking goods off picking list</li></ul>

- Unloading vehicles, opening packages and removing contents
  - Assist with maintaining a safe work environment
- 1990 – 1994 Store person, Amway Australia
- Packing and weighing goods and sealing boxes
  - Receiving incoming goods, checking for damage and for discrepancies between goods and invoices
- 1990 – 1994 Self employed Cake Decorator, Cake Styles
- Wedding cake decorating, runouts, sugar flow works, piped/hand mould flowers
  - Novelty cakes, continental gateaux
- 1989 – 1990 Baker, Le Bonne Patisserie
- Checking the cleanliness of equipment and operation of premises before production runs to ensure compliance with occupational health and safety regulations
  - Checking the quality of raw materials and weighing ingredients
  - Coordinating the forming, loading, baking, unloading, de-panning and cooling of batches of bread, rolls and pastry products
  - Glazing buns and pastries, and decorating cakes with cream and icing
  - Kneading, maturing, cutting, moulding, mixing and shaping dough and pastry goods
  - Operating machines which roll and mould dough and cut biscuits
- 1988 – 1989 Proprietor, First Impressions Car Detailing, Florida USA
- Motor vehicle detailing
  - Valeting
- 1988 Cook, Fiorellis Italian Restaurant, Cape Cod USA
- Food preparation
  - Cooking pasta, Italian food and pizza
- 1988 Cook, Big Louies Pizza Restaurant, Florida USA
- Food preparation
  - Cooking pasta, Italian food and pizza
- 1987 Labourer, Academy Roofing Co, Florida USA
- Application of rubber roofing/covering on commercial buildings
- 1985 – 1986 Table Maker, Wyeth Pharmaceutical, Smithfield
- Operate a high speed mixing machine
  - Processing of granules utilising a high sense of speed and accuracy
  - Maintain a high level of safety and cleanliness to accord with occupational health and safety standards
- 1985 Store person / Forklift Operator, Sony Australia, North Ryde
- Reach trucks
  - High rise auto picker

- Picking and despatching – SKU
- 1976 – 1985 Baker / Cake Decorator, Jersey Bakery Aldershot Hants UK
- Weigh, mix, knead, mould and shape mixture before baking
  - Operate and monitor baking equipment and temperature to control appearance of products
  - Glaze and decorate with icing or cream
  - Order baking supplies from wholesalers
  - Check and maintain the cleanliness of equipment and utensils to ensure health and safety regulations are met

### **Education and Qualifications**

- 1981 – 1985 Brookland Technical College  
Weybridge Surrey UK, Certificate: Bakery confectionary cake decoration

### **Licences and Tickets**

- Car – current NSW drivers licence
- Motorcycle licence
- Forklift licence