

Jessica Tran

Barista • Waitress • Retail Assistant

0491 570 170 jessica.tran@example.com Fitzroy, VIC 3065

RSA: Current (VIC) Barista: 3+ yrs Work rights: Full (Aus. Citizen) Start: Immediately

ABOUT ME

Friendly, fast and reliable hospitality and retail team member with 3+ years of experience in busy Melbourne cafes and restaurants. Confident on the coffee machine, floor and register, with strong customer service skills and a positive attitude under pressure.

AVAILABILITY

Availability	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Morning	–	–	✓	✓	✓	✓	✓
Afternoon	✓	✓	✓	✓	✓	✓	✓
Evening	✓	✓	✓	✓	✓	✓	–

EXPERIENCE

Barista & Waitress Feb 2023 – Present

The Corner Roasters • Fitzroy VIC

- ★ Make 150+ specialty coffees per shift on a 2-group La Marzocco machine with consistent quality.
- ★ Take orders, run food, handle POS and cash-ups, and manage tables of up to 40 guests.
- ★ Open and close the cafe, complete stock counts and maintain food safety logs.

Retail Sales Assistant (Casual) Jan 2022 – Jan 2023

Nomad Home & Gifts • Brunswick VIC

- ★ Served customers, processed sales and returns, and merchandised displays.
- ★ Exceeded monthly add-on sales targets by 18%.

Kitchen Hand / Food Runner Jun 2021 – Dec 2021

Sakura Dining • Carlton VIC

- ★ Supported chefs with food prep and plating; maintained a clean, safe kitchen.

SKILLS

- ★ Espresso & latte art
- ★ Table service & POS (Square, Lightspeed)
- ★ Cash handling
- ★ Customer service
- ★ Teamwork & communication
- ★ Multilingual: English, Vietnamese

LICENCES & TRAINING

- ★ Responsible Service of Alcohol (RSA) – Victoria
- ★ Food Safety Supervisor – Current
- ★ Barista Certificate – 2022
- ★ Year 12 (VCE) – Fitzroy High School, 2020
- ★ Driver Licence (P2) – Own car

REFEREES

Available on request.