

CHANEL PORTER

 0488 004 940

 chanelporter12@hotmail.com

 Hope Island

 18 years old

Profile

I am a motivated and hard-working individual with a strong passion for learning and personal growth. Having recently graduated from high school, I am eager to gain meaningful work experience while pursuing my studies at university. My enthusiasm for community service and extracurricular involvement demonstrates my commitment to teamwork and contributing to a positive environment. I am excited to bring my strong work ethic, adaptability, and eagerness to develop new skills to a dynamic team.

SKILLS

- Customer Service
- Teamwork
- Time Management
- Communication
- Organisation
- Problem Solving
- Active Listening
- Flexibility



CHANEL PORTER

EXPERIENCE

ANYTIME FITNESS

FEB 2021 - JUN 2021

- Greeted all members when they entered and exit
- Instructed members about correct use of all equipment
- Cleaned and organised all gym equipment

COLES SUPERMARKETS

APR 2020 - PRESENT

- Operated cash registers and processed transactions
- Provided friendly customer service
- Answered customers questions and concerns
- Restocked, arranged and organised shelves
- Prepared bakery items
- Trained new employees

RACKLEY SWIMMING

JUL 2024 - DEC 2024

- Taught swim strokes
- Taught water safety and survival strokes
- Planned swimming lessons
- Taught water familiarisation, buoyancy and mobility skills

GOLD COAST TURF CLUB

OCT 2024 - PRESENT

- Expertly prepared a wide variety of beverages, including cocktails, mixed drinks, and coffee.
- Provided excellent service to guests, ensuring a positive experience
- Managed high-pressure situations with professionalism and efficiency.
- Ensured compliance with responsible service of alcohol (RSA) guidelines.
- Worked collaboratively with kitchen, bar, and floor staff
- Assisted with large events, ensuring smooth operations

EDUCATION

HIGH SCHOOL CERTIFICATE

Attained - 14th NOV 2024

DIPLOMA OF BUSINESS

Attained - 4th JUL 2024

CERTIFICATE FOR SWIMMING AND WATER SAFETY TEACHER

Attained - 23rd JUL 2024

BLUE CARD

Attained - 23rd JUL 2024

RESPONSIBLE SERVICE OF ALCOHOL

Attained - 24th OCT 2024

PROVIDE FIRST AID AND CPR

Attained - 26th FEB 2025