

Mia Tran

Casual Retail or Supermarket Team Member

Box Hill North, VIC · mia.tran@example.com · 0491 570 006 ·
Australian citizen · Available weekdays after 4 pm, weekends and school holidays

ABOUT ME

Year 11 student looking for a first casual job in a supermarket or shop. Served customers and handled cash every Saturday in a junior football club canteen, and spent a week of work experience in a pharmacy. Reliable, quick to learn and free on weekends.

EDUCATION

Victorian Certificate of Education (VCE), Year 11 February 2022 – Present
Whitehorse Ridge Secondary College

- Subjects: English, General Mathematics, Business Management, Food Studies
- Student Representative Council member, 2025–2026

SKILLS

Job skills: Customer service, Cash and EFTPOS, Restocking, Food safety basics
Personal qualities: Reliable, Friendly with all ages, Quick to learn

WORK EXPERIENCE, VOLUNTEERING AND ACTIVITIES

Canteen volunteer April 2024 – Present
Eastfield Junior Football Club, Box Hill North

- Serve customers on a 3-hour Saturday shift in season, often 80 or more orders on a home game day.
- Take cash and card payments and count the till with the canteen manager at close.
- Have not missed a rostered shift in 2 seasons.

Work experience student (1 week) June 2025
Laurel Street Pharmacy, Box Hill

- Restocked and faced up 6 aisles each morning, following the shelf plan.
- Greeted customers and showed them to products, or to the pharmacist when needed.

Market day stall leader August 2025
Year 10 Business, Whitehorse Ridge Secondary College

- Led a team of 4 to price stock and run the cash box; sold out in 2 hours and raised \$420 for charity.

CERTIFICATES AND TRAINING

Provide First Aid (HLTAID011), Completed at school with a registered training provider Valid to May 2028
DoFoodSafely Certificate of Completion, Department of Health, Victoria April 2025

REFEREES

- Grace O'Brien, Canteen Manager, Eastfield Junior Football Club · 0491 570 110 · grace.obrien@example.com · my supervisor since 2024
- David Lim, Year 11 Coordinator, Whitehorse Ridge Secondary College · 0491 570 313 · david.lim@example.com · my teacher since 2025