

Yassar Hussain

administrative assistant

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Languages

English

About

I am a hardworking, persevering individual who always exceeds expectations. Although I thrive in environments where teamwork is central to success, my dedication allows me to work just as well autonomously if necessary. I always ensure that my work is up to the best standard, even when I am faced with difficulties. Currently, I'm looking for a position at an energising workplace, where I can display my skills as well as develop them.

BRANDS WORKED WITH

Cafe India, Bishop's Stortford

KKP Group

Experience

● Administrative Assistant

KKP Group | Jul 2022 - Mar 2023

- Performed administrative duties, including communication-related tasks and management of finances
- Often supported other employees at the start-up with their responsibilities, like website design and development and social media marketing

● Waiter

Cafe India, Bishop's Stortford | May 2021 - Nov 2021

- Served several customers daily, while in a busy, fast paced environment
- Responsible for providing exceptional, personalised customer service
- Gave detailed overviews of the menu, answered questions and made suitable menu recommendations
- Coordinated with other members of staff to ensure accuracy of orders and utmost satisfaction of customers

Education & Training

2021 - 2023

● St Bonaventures Sixth Form

BTEC, Business

2016 - 2021

● Stratford school Academy

GCSE , STEM