

Paolo Valdez | Curriculum Vitae

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Education

University of New South Wales

Bachelor of Advanced Science (Honours), Biotechnology major 2018–

University of Technology Sydney

Bachelor of Science, Biotechnology major 2017–2018

Experience

Vocational.....

Inspire Program Australia

Educator 2018–

Facilitating after-school educational activities for primary students.

Responsibilities:

- engaging with students during educational, creative, and practical activities
- maintaining standard operating procedures conducive to student safety, from classroom to carer
- liaising with community members, including parents as well as school staff

Matrville Chicken

Customer Service Attendant 2017–2018

Delivered personalised customer service in a local establishment.

Responsibilities:

- engaged with customers as the first point of contact
- handled competing orders with accuracy during peak periods

Miscellaneous.....

University of Technology Sydney

Peer Networker 2018

Assisted prospective and matriculating students with university-related enquiries.

Responsibilities:

- applied knowledge of and experience with university facilities to actively direct students to appropriate services
- assisted reception team with handling client and student queries, as well as welcoming visitors
- assisted event organisers with event reception, including welcoming students and digitally processing student information

References

- Brett Smout, *Director, Student Services Unit, University of Technology Sydney*
- Kris Aardarsh, *Manager, Matraville Chicken*
- Raymond Wooby, *Principal, Freeman Catholic College*

References available upon request.