

# Sarah Bull

Email: sarahbull2001@gmail.com  
Phone: 0447609992  
Address: Eleebana, NSW, 2282

---

## SKILLS

- Ability to multitask
- Fast learner
- Time Management
- Attention to detail & organization
- Self-motivated professional
- Full understanding of Microsoft Office

---

## EDUCATION

### The Fashion Institute

Sydney, NSW  
01/20 - 12/20

**Diploma:** Fashion Business

### JMC Academy

Sydney, NSW  
01/19 - 12/19

**Diploma:** Music Performance

---

## REFERENCE

**Store Manager :** Katy Heywood  
0448 935 689

**Zone Manager :** Victoria Yu  
0422 882 929

---

## PROFESSIONAL SUMMARY

I am a skilled multitasker with a desire to work hard and get the job done right. I am able to work on my own and be a part of a team. I have mastered my organizational and problem-solving skills, along with being able to communicate in a professional manner. I am a reliable and dedicated team player who is always willing to learn a new task to both better the company but also my own skills.

---

## WORK HISTORY

### MECCA / Colour Specialist

Newcastle, NSW · 10/21 - Current

- Maintained customer satisfaction by focusing on customer needs and resolving their concerns.
- Maintain a high standard of makeup applications in naturals, glams and lessons.
- Helps keep the team engaged on new makeup launches and encourages looks to recreate.
- Maintained daily target and helps with team KPIs.
- Helped maintain cleanliness of the store and made sure testers were up to date and standards.

### JB-HI-FI / Merchandiser

Sydney, NSW · 10/18 - 07/22

- Maintained store cleanliness.
- Monitored inventory levels and kept up to date with stock and sales displays.
- Inspected merchandise for quality and arranged proper display location on the floor.
- Updated pricing and signage to complete product displays and educate customers.

### JD Sport / Warehouse Picker

Sydney, NSW · 04/21 - 10/21

- Prepared orders by process requests, pulled materials from the warehouse, packed boxes and prepared shipments.
- Used hand-held devices and computers to record and monitor inventory levels and completed audits to uncover and address inaccuracies
- Unpacked pallets into their designated place in the warehouse with efficiency.

### Smiles of Ryde / Receptionist & Dental Assistant

Sydney, NSW · 01/21 - 04/21

- Answered the phone in a professional manner and efficiently
- Write up professional emails to both clients and health care professionals.
- Booked, checked in and processed medicare and payments with clients.
- Helped with cleanliness of dental utensils and of the clinic