

James Harvey

Lead Barista

A dynamic professional with 3+ years established experience in providing excellent customer service in the specialty coffee industry. Highly creative in the preparation of gourmet coffee and tea selections as well as innovative in providing new coffee menu pairings to match the bread and pastry selection of the store.



james@novoresume.com

(123) 600 2019

Dallas, TX

linkedin.com/in/jamesharvey

instagram.com/jamesharvey

WORK EXPERIENCE

Lead Barista

Café Latte Corner

09/2018 - Present

Dallas, TX

- Support the Manager in running an efficient, professional, safe, and profitable operation following all company standards.
- Prepare and serve specialty coffee drinks and teas, and upselling recommend pastries and cookies to match the beverage order.
- Take ownership for accomplishing new and different requests to enhance coffee shop reputation and generate revenues.
- Manage inventories by replenishing coffee bean supply, stocking coffee brewing equipment, and ensuring sufficient supplies.
- Develop and implement training and development programs for staff as well as promote a positive working environment.

Barista/Cashier

Little Cocoon Café

04/2017 - 08/2018

Dallas, TX

- Prepared and served hot or cold beverages, including teas and espresso-based drinks by using an espresso machine, French press, drip coffee, pour-over, Moka pot, single brew, as well as cold brew coffee preparation methods.
- Managed and maintained store inventory by ordering, receiving, and stocking supplies as well as retail products.
- Took customer orders and conveyed them to other employees for preparation; assisted the crew during high volume orders.

Assistant Barista/Cashier

Brewin' Hot and Tasty Café

02/2016 - 03/2017

Dallas, TX

- Greeted customers and provide positive interactions in a friendly and courteous manner to facilitate brand loyalty.
- Replenished and rotated front of the house items ensuring proper labeling of goods, pastries, and cookies.
- Assisted the Lead Barista in handling high volume orders while maintaining the efficient preparation of customer orders.

INTERESTS

Video Games

Mindfulness

Photography

Typography

SKILLS AND COMPETENCIES

Inventory & Control

Espresso Machine Operations

Equipment Maintenance

Safety & Sanitation

Staff Training

Regulatory Compliance

Conflict Resolution

COURSES & TRAINING

Coffee Business Masterclass (06/2017)

Texas Coffee School

Espresso & Milk Skills Class (08/2016)

Texas Coffee School

Quality Coffee Brewing Class (07/2016)

Texas Coffee School

Latte Art Class (06/2015)

Texas Coffee School

Barista Certification Program (06/2015)

Texas Coffee School

CERTIFICATES

Certified Professional Barista (09/2016 - Present)

Institute of Certified Professional Baristas

Certified Specialty Coffee Barista (08/2016)

Society of Specialty Coffee

LANGUAGES

English
Native

Spanish
Full Professional Proficiency

Your Brilliant Cv

Lynn Williams



Your Brilliant Cv:

Your Brilliant CV Anna Sheather, 2014-07-01 I am an experienced Executive Coach who has worked with many people looking to develop and or change their careers In this book I have brought together my years of experience helping people at all levels write professional successful CVs I concentrate on the facts providing you with lots of practical advice and guidance that has been tried and tested by my clients helping them write CVs that get them interviews The book covers the three most common types of CV and when to use them as well as e CVs It also has example CVs for you to use too Whether you are a Chief Executive or just starting out on your career the principles of writing good CVs are the same This book is aimed at anyone looking to write or update their CV I also look at the most common issues with CVs including career gaps and how to write about a long career history in just 2 pages My advice and guidance will help you stand out from the crowd write a Brilliant CV and get that interview

You're Hired! CV Corinne Mills, 2015-03-16 The UK's bestselling CV book has just been updated Containing valuable CV advice templates practical tips and advice on how to use social channels in your job search this edition brings the content fully up to date with new real life examples Authored by Corinne Mills Managing Director of the UK's leading career coaching and outplacement company Personal Career Management this book provides valuable insight into what recruiters and employers are looking for Corinne has worked for 20 years in the career management field helping thousands of individuals with a wide array of career challenges and regularly features as the career expert for the Guardian Telegraph FT Sky News as well as the BBC You're Hired How to write a brilliant CV is essential reading for creating the best possible CV for the job you want whether you're just starting out or moving your career forward This book guides you through the preparation process to identify your most relevant skills and experiences for the position you are applying for Filled with real life examples and practical advice on how to address tricky career challenges and use your CV to stand out from the competition this is an indispensable guide for job hunters The You're Hired series from Trotman guides job hunters through the challenging process of finding and securing their perfect role Each book is written by an expert in their field and is filled with tips advice and useful exercises to help prepare for every stage of the job search

How to Write a Brilliant CV Tim Bright, Joanne Earl, 2015-02-02 How do you get your CV to the top of the pile When you apply for a job your CV is compared to hundreds of others You've only got the time it takes the employer to scan the pages to show how brilliant you are How do you impress them when you don't know what employers are actually looking for Now fully updated and revised to give you the most up to date and effective guidance Brilliant CV tells you what a prospective employer is looking for and how to write it now Learn how to write CVs that make the shortlist understand what employers love and loathe revamp your existing CV with minimum effort learn how to make the most of online applications and social media Find out what works in the real world and learn how to put it into practice through examples exercises samples and templates With brilliant new chapters on how to tackle online applications and using social media to land that

perfect job you ll be well prepared and ready to really shine and stand out from the rest **Brilliant Answers to Tough Interview Questions** Susan Hodgson,2014-11-10 What does it take to really shine in any interview Learn how to recognise your strengths and play to them how to deal with your weak spots and avoid panic and clichéd answers Discover the art of turning every question to your advantage and learn the secrets behind a brilliant answer so you will always know the right thing to say With over 200 of the most commonly asked questions and ideal answers this is the book that will make sure that you are ready to handle anything an interviewer throws at you **BRILLIANT OUTCOMES** Learn how to turn any question to your advantage Feel prepared and in control no matter what questions are asked Be ready and able to show your strengths The full text downloaded to your computer With eBooks you can search for key concepts words and phrases make highlights and notes as you study share your notes with friends eBooks are downloaded to your computer and accessible either offline through the Bookshelf available as a free download available online and also via the iPad and Android apps Upon purchase you ll gain instant access to this eBook Time limit The eBooks products do not have an expiry date You will continue to access your digital ebook products whilst you have your Bookshelf installed **Brilliant CV** Jim Bright,Joanne Earl,2005 When you apply for a job your CV is compared to others and if it isn't what the employer is looking for it only gets a moment's attention You need a CV that increases your chances of winning recruiter's attention This book will show you how **Brilliant Career Coach** Sophie Rowan,2012-07-09 For anyone who wants to have a more fulfilling and successful work life this coach in a book will guide you step by step through the process of finding your ideal career Whether you are looking for your next opportunity stuck in a rut or even wanting a complete change of career this book will help you have a happy successful career It is packed with smart advice clever exercises insights from world class careers experts and stories from people like you who've already taken the journey **BRILLIANT OUTCOMES** Understand what makes you happy at work and how to identify your ideal job Create a plan to ensure your future success and satisfaction Know every technique to land the job of your dreams Use smart ways to get ahead and stay ahead at work Know that your future work will be fulfilling and rewarding

How to Succeed at the Medical Interview Chris Smith,Darryl Meeking,2013-02-13 How to Succeed at the Medical Interview provides candidates with a competitive edge It reduces the likelihood of unexpected questions or situations and helps improve confidence before and during the medical interview This new second edition includes updated content on changes to the structure of healthcare and how this affects both the application and interview process It details the types of questions that will be asked at medical interviews and also provides improved guidance for overseas doctors and healthcare professionals and for those seeking to practice abroad How to Succeed at the Medical Interview is the ideal guide for Foundation Programme trainees Specialist Registrars and General Practitioner trainees It is also valuable for healthcare professionals facing competitive medical interviews at any stage of their career **Becoming Recruitable** Ash Nan,

You're Hired! CVs ProQuest,2009 **Resume 101** Quentin J. Schultze,2012-03-27 Minimal job experience No problem

You've just graduated and are ready to land your first real job after college or high school. But how do you write the first resume and cover letter of your career if you don't have any previous jobs to list? How do you stand out above the other applicants including people with more experience who are out of work with your summer job at the diner, internship at the local paper or spot on the Ultimate Frisbee team? Dr. Q to the rescue! For two decades, communication professor Quentin Schultze has been teaching resume writing to college students and recent graduates, helping them identify their strengths and transferable skills from their unique life experiences from extracurriculars to part-time jobs to internships to volunteering. With *Resume 101*, you'll discover the secrets to composing strong, impressive resumes and cover letters such as: What to include when you lack professional experience; How to get great references and recommendations; Why to use a summary rather than an objective statement; When to include hobbies, travel, and technology skills; What to do if your GPA isn't sky-high; Which designs and basic formats work the best; Where to find the perfect verbs and adjectives for a specific job. With Dr. Q's help, you'll soon have a resume and cover letter that will show hiring managers who you really are, why you're perfect for your dream job, and why they should choose you.

How to be an Academic Superhero Iain Hay, 2017-10-27 In universities across the world, academics struggle to establish and sustain their careers while satisfying intensifying institutional demands. Drawing from the author's decades of observation and experience in academia, this exceptional book responds to the challenges of fostering and sustaining a successful academic career.

So Good Resume Can't Ignore You Gyan Shankar, 2025-02-04 Want to craft a resume that gets noticed and lands interviews? This expert guide, written by a former Corporate HR Head, faculty member, and seasoned consultant with an MBA from West Virginia, reveals the secrets to making your resume stand out in a competitive job market. With seven power-packed chapters, this book covers: How to construct a winning resume; Common mistakes to avoid; Formatting a professional ATS-friendly PDF resume; Showcasing skills effectively; Different resume types and when to use them; Writing compelling cover letters; Sample resumes and cover letters for real-world success. Whether you're a job seeker, career changer, or fresh graduate, this book equips you with the strategies to create a resume that hiring managers can't ignore.

[Your Career in the Media & Creative Industries](#) Georgia Stone, Matthew Kerry, 2023-11-23 Employability is at the front of all our minds when studying for a degree, but it can be hard to find resources that offer thorough guidance in finding placements and job opportunities. This textbook offers you a step-by-step guide to careers in the media industry. Drawing on their own extensive teaching experience, the authors ask you questions in every chapter to help you practise your critical thinking skills. They offer specific exercises to help you develop a portfolio, CV, social media profiles, and interview skills. This up-to-date resource will equip you to discover and secure your dream creative job. Packed with exclusive insights in Student Voices and Hear From the Experts sections, this book contains tips from those at every stage of their career. This book is written to complement employability and work placement modules across a whole range of media and communication degrees, but it's also for any undergraduate student looking to work in the media and

creative industries It covers every stage of the job seeking process starting with guidance for identifying potential employment sectors and incorporating insights into what employers are looking for from you This key text will leave you feeling career ready by informing you about the world of opportunities in the media and creative industries By the end of the book you will have practised writing a cover letter and delivering an elevator pitch allowing you to feel confident as you take the next steps beyond university Spanning topical issues from working from home and freelancing to advice on avoiding burnout this introduction to your media career is both current and comprehensive **Edmond Warre, D.D., C.B., C.V.0**

Charles Robert Leslie Fletcher,1922 You're Hired! Total Job Search 2013 Jeremy I'Anson,2012-10-18 If you re looking for a new job or just need a hand getting on the career ladder then You re Hired Total Job Search 2013 is your one stop shop for landing the job of your dreams Packed full of practical exercises and handy tips this totally up to date helpful guide will take you through the entire recruitment process and includes advice on how to Plan your job search and find the right roleWrite an impressive and compelling CV that makes you stand out from the crowdWork with recruitment agents and consultants to maximise your chancesPerform successfully at interviewPass assessment centre tests with flying coloursNegotiate the job contract and make a good impression on your first dayWritten by expert career coach Jeremy I Anson You re Hired Total Job Search 2013 gives you just what you need to find and get the perfect role For more information about the book and extracts try<http://totaljobsearchonline.com> **The Ultimate Job Search Book** Lynn Williams,2006 Starting work or changing jobs rates as one of life s most stressful experiences the average job search takes around three months The Ultimate Job Search Book will give everyone access to the job search skills and techniques that take the stress out of job hunting A one stop shop for all job hunters The Ultimate Job Search Book contains everything a job seeker needs to know to get the job they want There is invaluable advice on every aspect of CVs interviews job search strategies covering letters and the whole job search process Topics covered include preparing a powerful CV online CVs sample CVs for specific jobs and situations dealing with CV problems such as gap years or a lack of experience sample cover letters and e mails how to search the media and the Internet networking job fairs sending out speculative CVs researching your employer making a great impression at interviews answering interview questions difficult interview questions interview presentations and exercises aptitude and personality tests and finally offers rejections and sample follow up letters The breadth of detail is exhaustive and with real life comments from employers and recruitment professionals The Ultimate Job Search Book will be invaluable to anyone looking for a new job at any stage of their career **How To Win As A Final-Year Student** Race, Phil,2000-07-01 This is the first book to deal with the specific challenges faced by final year students They must cope with revision for final exams as well as completing coursework and sometimes working on extended dissertations or projects At the same time they need to be taking strategic decisions about their future careers 3ds Max Modeling for Games Andrew Gahan,2013-01-17 With 18 years under his belt in the game industry a key contributor to the MotorStorm series and the creator of the 3ds Max in

Minutes video series at FocalPress com Andrew Gahan delivers the expert techniques in 3ds Max Modeling for Games 2nd edition This updated edition is packed with new tutorials that will enhance your modeling skills and pump up your portfolio with high quality work in no time Along with Anthony O Donnell and a team of experts Gahan covers all of the fundamental game modeling techniques including character and environment modeling mapping and texturing Finally a bonus section in 3ds Max Modeling for Games offers readers insights and tips on how to get their careers started in the game industry New expanded tutorials take readers of all abilities through full character and environment modeling from beginning to end Companion website 3d for games com offers a robust supportive forum where readers can get commentary on new work develop skills and portfolio art as well as network with other game artists on a variety of projects Also features project files for all tutorials in the book and enough support images and photos to keep the budding artist busy for months Completely updated gallery allows the reader to build on various models

Theoretical and Practical Aspect of Scientific Study of COMMUNICATION COMPETENCE Prof. Ram Lakhan Meena, 2022-01-22 Communicative competence is a term in linguistics that refers to a language user's grammatical knowledge of syntax morphology phonology and the like as well as social knowledge about how and when to use utterances appropriately The debate has occurred regarding linguistic competence and communicative competence in the second and foreign language teaching literature and scholars have found communicative competence as a superior model of language The notion of communicative competence is one of the theories that underlie the communicative approach to foreign language teaching Communicative competence in terms of three components grammatical competence words and rules sociolinguistic competence appropriateness strategic competence appropriate use of communication strategies The scientific study of Communicative competence is developing in a new dimension of language learning Language teaching in various parts of the global world is based on the idea that the goal of language acquisition is communicative competence the ability to use the language correctly and appropriately to accomplish communication goals The desired outcome of the language learning process is the ability to communicate competently not the ability to use the language exactly as a native speaker does but also communicative competence is made up of four competence areas linguistic sociolinguistic discourse and strategic In the early stages of language learning instructors and students may want to keep in mind the goal of communicative efficiency That learners should be able to make themselves understood using their current proficiency to the fullest They should try to avoid confusion in the message due to faulty pronunciation grammar or vocabulary avoid offending communication partners due to socially inappropriate style and use strategies for recognizing and managing communication breakdowns Communication skill is the ability to use our physical and mental faculties and previously learned conceptual frameworks about communication to move toward the accomplishment of a given objective or goal Communication skills fall into two categories initiating and consuming Initiating communication skills include asking and answering questions adapting language and speaking in public to name a few

Consuming *Just the Job!* John Lees, 2013-06-11 In a tough market it pays to understand the hidden truths known only to recruitment specialists This book reveals how the job market really works and how to break the rules to find a great job It offers deep insights smart advice and pulls apart the dull textbook advice that lets so many candidates down

Decoding **Your Brilliant Cv**: Revealing the Captivating Potential of Verbal Expression

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