

# Jessie Whitley

Barista

## Contact info

☎ 337-756-2443

✉ jessiewhitley@gmail.com

📍 Chicago, IL

## Education

- **High School Diploma, June 2024**  
Chicago High School – Chicago, IL
- **Food Safety Manager Certification**  
2024

## Skills

Beverage Preparation	██████████
Coffee Knowledge	██████████
Customer Service	██████████
Cash Handling	██████████
Point of Sale (POS) System Operation	██████████
Food Handling and Sanitation Protocols	██████████
Teamwork	██████████
Cleanliness	██████████
Multi-tasking	██████████
Inventory Management	██████████

## Professional summary

Energetic and personable individual seeking an entry-level barista position at Intelligentsia Coffee. Looking to use excellent customer service skills and passion for coffee to contribute to a welcoming café environment while learning and growing within the coffee industry.

## Experience

- **Cashier** March 2024 - Now  
**Starbucks**, Chicago, IL
  - Provide exceptional customer service in a fast-paced environment, handling orders, payment, and inquiries.
  - Assist baristas in preparing coffee beverages and ensure all orders were completed accurately and quickly.
  - Maintain a clean and organize work area, adhering to food safety and cleanliness standards.
  - Manage cash register and balance transactions at the end of shifts, ensuring accuracy.
- **Sales Associate** May 2022 - January 2024  
**Target**, Chicago, IL
  - Delivered friendly and efficient customer service, assisting customers with locating products and answering questions.
  - Operated the cash register, handled payments, and ensured smooth transactions.
  - Stocked shelves and organized merchandise to maintain a neat store environment.
  - Collaborated with team members to meet sales goals and provide an exceptional shopping experience.