

Valerie Paneque

Mobile: (561)-866-6338 | panequeval@gmail.com

Education

- **University of Central Florida**
 - Bachelor of Arts (B.A), Digital Media – Web Design
 - **Olympic Heights Community High School**
 - Academy of Hospitality and Tourism (4 Years)
 - High School Diploma
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Work Experience

Foxtail Coffee Co. (UCF Campus Store), Orlando, FL

Team Member | December 2021 – July 2024

- Prepare iced and hot drinks
- Operate espresso machine
- Process orders at the register
- Assist in food preparation and baking
- Design and create weekly "Drinks of The Week" sign

UCF Campus Bookstore, Orlando, FL

Team Member | November 2021 – July 2024

- Shelf textbooks and manage inventory using TA2 system
- Package and process online orders for pick-up and shipment
- Operate textbook and front registers
- Organize merchandise on the sales floor

Haagen Dazs at Disney Springs, Orlando, FL

Team Member | June 2021 – September 2021

- Managed cashier duties
- Prepared various ice cream-based treats according to recipes
- Scooped ice cream and maintained cleanliness of the store

UCF Campus Bookstore (Temporary Position), Orlando, FL

Team Member | December 2020 – January 2021

- Responsible for shelving textbooks and maintaining organization
- Assisted in processing and packaging orders

- Operated registers for textbook and front-end transactions
- Contributed to visual merchandising efforts on the sales floor

Phenomenon Nitrogen Ice Cream and Bake Shop, Boca Raton, FL

Ice Cream Maker/Cashier | August 2019 – August 2020

- Prepared ice cream and managed inventory
- Operated cash register and provided customer service
- Maintained cleanliness of serving areas and equipment

California Pizza Kitchen, Boca Raton, FL

Hostess | May 2018 – February 2019

- Greeted guests and escorted them to their tables
- Managed waitlist and answered phones
- Assisted in bussing tables and food service when necessary

Skills

- Proficient in Microsoft Office Suite
- Certified in ServSafe food handling
- Strong interpersonal skills, including teamwork and dependability
- Customer Service
- Creativity
- Organization
- Communication
- Adaptability
- Ability to multitask and prioritize tasks effectively
- Familiarity with Visual Studio Code, HTML, CSS, JavaScript, Node.js, GitHub, Figma, Wix, WordPress and Adobe (Adobe Fresco, Photoshop)

Certifications:

Florida Certified Food Handler

StateFoodSafety | February 3, 2023 – February 3, 2026

- Credential ID: 16cf92-jb58oao