

# KAYLEE PITT

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Southport, Gold Coast QLD - kaylee.pitt@griffithuni.edu.au - 0429 1234 73 - <https://kays-p.wixsite.com/website>

## EDUCATION

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### GRIFFITH UNIVERSITY

*Bachelor of Science | Major in Wildlife and Marine Biology - GPA 5.7*

**Gold Coast**

JULY 2019 - PRESENT

- **Relevant coursework:** Biological Systems, Zoology, Quantitative Reasoning, Ecology, Conservation Biology, Genetics and Evolutionary Biology, Emerging Topics in Conservation

### OPEN COLLEGES

*Certificate IV Captive Animal Management*

**Distant Learning**

2016 - 2018

### WESTERN TAFE NSW

*Certificate III Retail Operations*

**Broken Hill, NSW**

2014 - 2016

## EXPERIENCE

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### WILDLIFE PRESERVATION SOCIETY OF QLD

*Research Assistant Intern | Wildlife Corridor Project*

**Scenic Rim, QLD**

NOV 2021 - FEB 2022

- Recorded and organised field data, moderating data entry to Bio-Collect project site
- Assisted with fauna surveys and demonstrating knowledge of native fauna species and identification
- Familiarised with research methodology
- Conducted fieldwork using scientific technology such as mammal trapping and motion-sensing cameras to obtain observation data of wildlife species
- Informed peers on Wildlife Corridor Project through presentation of Work Integrated Learning Placement and demonstrated achieved industry outcomes

### ANIMAL WELFARE LEAGUE OF QLD

*Animal Care Attendant | Gold Coast City Pound Attendant | Receptionist*

**Gold Coast, QLD**

2017 - PRESENT

*Animal Movement Administrator | Adoptions Counsellor*

2020 - 2021

- Demonstrates excellent customer relations with internal and external customers and able to provide high levels of advice on appropriate animal selection and breed information, showing high levels of empathy during difficult situations and conflict resolution
- Provided and maintained a high standard of animal care through housing, enrichment provision and monitoring of animal health and wellbeing
- Demonstrating high levels of knowledge of appropriate animal handling techniques, whilst assessing, identifying and responding to animal behaviour
- Identifying ill signs of health and ability to provide basic first aid and treatments to companion animals
- Assisting with euthanasia procedures, demonstrating the ability to handle sedated animals and follow workplace procedures of deceased animals
- Receiving and transporting animals to and from external facilities and through in-take of pound, completion of appropriate data entry within ShelterBuddy database and maintaining and updating animal records appropriately

### INTERSPORT | ACTIVE LADY

*Senior Sales Assistant*

**Gold Coast, QLD**

2016 - 2017

- Undertook general cleaning duties and organisation of sales and displays with attention to detail, whilst complying with Workplace Health and Safety policies and procedures
- Effective management of stock levels, maintaining records of sales and trends of stock, placement of stock orders and receiving of stock through store
- Demonstrated exceptional customer service when dealing with customer enquiries and providing excellent product knowledge
- Dealings of faulty products whilst demonstrating strong ability to handle customer complaints through conflict resolution
- Cash and eftpos handling, end of day procedures

### INTERSPORT

*2IC Retail Manager*

**Broken Hill, NSW**

- Reporting to the store manager and assisting with managing 10 shop staff
- Undertaking position of store manager when required
- Inducting and training new staff members to improve their skills and abilities

- Monitoring results and striving to achieve sales

### **BROKEN HILL TOURIST PARK**

*Receptionist/Guest Services*

**Broken Hill, NSW**  
2013

- Operation of Reservation Management System (RMS) through check-in/check-out of customers and site allocation, whilst providing high level of customer service and adequate provision of local information to customers
- Resolving of customer issues and complaints
- Maintaining and record of day-to-day financial cash and eftpos transactions and end of day procedures
- Cleaning and packing of park laundry
- Clean and co-ordination of ensuite sites, cabins and motel rooms, camp kitchen and laundry

## **VOLUNTEER EXPERIENCE AND INVOLVEMENT**

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### **COMMUNITY BASED ECOTOURISM FIELD STUDY**

*Student | Griffith University*

**Northern India**  
NOV 2020 - DEC 2021

- Demonstrating strong awareness of tourism and ecotourism management principles within Jim Corbett National Park and Camp Hornbill
- Applied theoretical knowledge within a community-based ecotourism context to critically evaluate the practices and development of tourism
- Demonstrated interpersonal communication skills in a multi-cultural environment

### **ROCKHAMPTON ZOO**

*Student | Cert IV Captive Animal Management*

**Rockhampton, QLD**

### **MACADAMIA CASTLE**

*Student | Cert IV Captive Animal Management*

**Knockrow, NSW**

### **AUSTRALIA ZOO**

*Volunteer*

**Beerwah, QLD**

### **LONE PINE KOALA PARK**

*Volunteer*

**Fig Tree Pocket, QLD**

- Assisted with daily care duties including habit enclosure husbandry, food and enrichment preparation and provision of food items
- Monitoring and record-keeping of animal behaviour and health conditions
- Demonstrating correct capture and restraint techniques appropriate to species and environmental factors
- Development of community awareness programs and presentation of information to the public with strong ability to answer questions
- Operant conditioning of animals using positive reinforcement for transport and health checks

## **SKILLS AND INTERESTS**

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**Computer:** Microsoft Office (Excel, Powerpoint, Microsoft Word), Mac (Pages, iMovie), Studio, Google Drive

**Skills:** Data collection and analysis, problem solving and decision making capabilities, knowledge in animal behaviour and identification, collaboration and team work, adaptability to new environments, strong physical ability

**Interests:** Nature, podcasts, hiking

## **REFERENCES**

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- *Dr Alexandra Coghlan*

Associate Professor, Griffith University

[sa.coghlan@griffith.edu.au](mailto:sa.coghlan@griffith.edu.au)

- *Dr Ronda Green*

BSc (Hons) PhD

Chair of Wildlife Tourism Australia Inc.

Adjunct Research Fellow, Griffith University

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