

CAPABILITY STATEMENT

Michelle Appleby



Accounts Officer

CONTACT DETAILS

03 6427 5317

43 Formby Road
Devonport TAS 7310

QUALIFICATIONS

- Cert 1V Hospitality
- Provide 1st Aid & Provide CPR
- RSA

Michelle is part of the Accounts team and works in the Devonport office. Michelle has worked in various roles within the hospitality industry and has gained excellent communication, organisational and time management skills while managing caravan parks, cafes & restaurants.

Michelle is looking forward to enhancing her administration skills working at Pinion Advisory.

Areas of expertise

- Accounts payable
- Accounts receivable
- ProSpend
- Marketing
- Management
- Customer service

Professional experience

- Pinion Advisory – Accounts Officer, 2022-current
- Hidden Valley Caravan Park - Kununurra W.A – Manager, May 2020-August 2021
- BIG4 St Helens & BIG4 Ulverstone – Manager, 2017-2020
- Beachway Motel, Ulverstone – Manager, 2015-2017
- The Cherry Shed Cafe, Latrobe – Manager, 2008-2015