Luka Kasyte

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London, UK/Coventry, UK/Vilnius,Lithuania

SUMMARY

First-Class BA (Hons) Acting graduate with customer service and administrative experience, excellent communication skills and a strong understanding of performance and the creative industries. Organised, adaptable and approachable, with experience working collaboratively, managing a range of responsibilities and building positive relationships with people from diverse backgrounds.

EXPERIENCE

Barista 05/2025 - 09/2025
Huracán Coffee

- Managed opening and closing shifts, ensuring smooth day-to-day operations.
- Handled administrative tasks, including managing emails and phone calls, directed the schedules for the teams, ordered supplies and equipment, tracked inventory, observed and monitored invoices and the café's income.
- Maintained an organised and clean working environment
- Demonstrated responsibility and confidence, responding to customers' enquires and providing clear communication.

Barista 04/2023 - 09/2023
Huracán Coffee

EDUCATION

Acting 09/2023 - 07/2026
Falmouth University - Bachelors
Awarded a First Class Honours (1) classification.

SKILLS

Written and Verbal Communication
Email and Telephone Communication
Multitasking
Attention to Detail
Teamwork and Collaboration
Research and Critical Thinking
Microsoft Office / Google Workspace
Canva
Problem-solving
Customer Service
Time Management
Creativity

LANGUAGES

Lithuanian Native
English Fluent
French Basic