

NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

Profile

Hard-working and easy-going professional with customer service experience. Seeking to expand my skills as an entry-level chef at your restaurant to prepare delicious courses, assist [waiting staff](#), and maintain a clean working area.

Experience

Server - Company / Location

MONTH YEAR - Present

- Memorized 30+ menu items and answered inquiries based on customer preferences, food sensitivities, and allergies.
- Recommended menu items for customers with dietary restrictions, increased sales by \$74 on average per shift.
- Established a cleaning checklist for the closing shift, contributing to being awarded Most Hygienic Restaurant 2017 by the city.
- Greeted and seated 75+ customers per shift, arranged table settings, delivered checks, and collect payments.
- Awarded Kitchen Employee of the Quarter in every quarter in 2019.

Host - Company / Location

MONTH YEAR – MONTH YEAR

- Cross-sold appetizers, drinks, and desserts according to customer preferences, increasing sales by \$200 per shift on average.
- Inspected restaurant and kitchen to ensure compliance with restaurant standards and public health rules and regulations.
- Collaborated with bar and kitchen staff to ensure prompt delivery of orders, decreasing table wait time by 21%.
- Welcomed, directed, and seated 110+ customers, assisting children and special needs customers.
- Answered 30+ phone calls per shift to provide information on reservations, menu items, restaurant hours, and resort services.

Project Experience

- Worked with management to establish a cleaning checklist for the closing shift to ensure the morning shift would have an easier time starting.
- Conducted inspections of the restaurant to ensure it passed health and safety checks in the event of an audit.
- Successfully implemented new serving policies to help increase significantly increase sales on my shifts.

Education

Associate of Science in Culinary Arts - SCHOOL

MONTH YEAR

- GPA: LIST
- AWARD
- AWARD

Arapahoe Community College - SCHOOL

MONTH YEAR

- GPA: LIST
- AWARD
- AWARD

Skills

Expertise

- High-volume food service
- Verbal communication
- Kitchen equipment
- Food preparation
- Customer service

Licenses & Accreditations

Licenses & Accreditations

- Certified Foodservice Professional
- Certified Working Pastry Chef
- Certified Decorator