

# Amy G. Baker

7811 Finch Trail - Austin, TX 78745

(574)276-6822 [bakeragb@gmail.com](mailto:bakeragb@gmail.com)

## EDUCATION

*Spring 2007* UNIVERSITY OF FLORIDA, Gainesville, FL

Bachelor of Science in Food and Agribusiness Marketing Management

## EMPLOYMENT

*11/2011-05/2013*

### THE PALM RESTAURANT

*Miami, FL*

*Server*

- Upscale Lobster and Steakhouse established in 1926
- Maintained professional environment for all restaurant patrons
- Assisted guests in enjoying a fine dining experience with quality products and excellent service

*02/2010-04/2012*

### DORAKU SUSHI

*Miami Beach, FL*

*Server/Bartender*

- Serving traditional Japanese style dishes
- Included large culturally diverse staff
- Rapid customer turn-over along with consistent local customer base

*08/2007-10/2009*

### JATEX, INC.

*Nappanee, IN*

*Sales Representative*

- Promoted and marketed company to existing and new businesses
- Utilized customer service skills to maintain positive relationships with all customers from small businesses to top level investors
- Organized and maintained incoming purchase orders and agreements
- Internship with company summer 2003 and 2005

*2002-2010*

### BAKER & CO. INSURANCE AGENCY

*Bremen, IN*

*Customer Service Representative (part-time)*

- Filed current daily records and past customer records
- Maintained and updated client records using SIS management systems for up to 3,000 contacts

## SKILLS/ACTIVITIES

Computer: Microsoft Office, SIS Management System

Restaurant POS Systems: (Micros & Aloha) Member of Tri Kappa Epsilon Pi