

6021 Jefjen Way,  
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# Bhuvnesh ( NASH ) Bajaj

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## Qualification Profile

Highly organized, team player and flexible with excellent customer service and decision making skills.

## Professional Experience

2013- Present

### **Classique Catering**

### **Banquet Service (on call)**

Set up and brake down of Banquet Hall  
Delivering food and beverages to guest  
Performing basic cleaning tasks as needed or directed by supervisor

2003-Present

### **State of California**

#### **Workers Compensation Compliance Officer**

Participated in 100 claims audits, more than 25 as Auditor-in -Charge.  
Developed and implemented Random Access Program.  
Helped in the training and development of new employees.

2003-2005

#### **Workers Compensation Claims Adjuster**

Adjusted a caseload of 180 disability claims using computer tools & company guidelines.  
Corresponded with doctors, attorneys and injured workers to insure proper benefits.  
Calculated monetary benefits negotiated settlements and maintained accurate records.

1998-2003

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### **Toni Roma's ( Best Ribs in America ) Lead Food Server**

- Assisted customers in order selection, recommended specific menu items and insured prompt and accurate service.
- Ensured high guest check averages by prompting appetizers, specialty items and wine.
- Mentored new Food Servers according to company policy.
- Assisted colleagues during rush periods to foster/promote teamwork

1988-1998

### **Gaylord's India Restaurant ( Fine Dining )**

- Worked as food server for approximately five years.
- Managed Stanford Shopping center location for four years.
- Responsible for inventory, staffing, and accounting.

### **Other Employers**

- Fireside Thrift: Accounts Payable Department 1998 - 1999
- Wells Fargo Auto Leasing: Account Rep., 1997 - 1998
- AT&T Call Center: Customer Care Rep., 1996 - 1998

## Education

- B.S., Finance: Golden Gate University 1986 – 1990