

Jaime Aguayo

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I have learnt a lot through the years. Hospitality is foremost in guest satisfaction. A warm smile and a positive, friendly attitude is not only a standard part of a uniform, it creates the best impression for any guest. My goal is to convert every guest into a regular guest, I intend to surpass their expectations, and working as a team this will happen. I am sincerely concerned with the guest needs so they can have an enjoyable experience, I use consideration and good communication in all my interactions with my co-workers and guests I make an effort to achieve it. Besides working at this restaurants in full time. I also worked at Nordstrom's cafe (part time), some hotels as a banquet server and lately I've worked every other weekend at the Hyatt. same, banquet server.

**Subject:**

Seeking personal and professional growth and stability inside the company, where I can utilize my skills and experience.

**Education:**

Orange Coast College

C.S.C. Analyst Programmer

**Employment:**

**Ganahl Lumber.** lumber yard 10/10 – 11/12

Assist customers with their shopping list, listen to customer specifications.

Answer customer questions in a friendly manner, stock and rotate materials.

**Celia's Mexican restaurant** 01\01 – 05\05 \_\_ 07\07 – 10\10

Host, order taker , run, expedite and serve food and beverages

Cashier, bartender and answer phones

### **Cazadores**

Mexican restaurant 05\05 – 07\07

Take food and beverages orders, quickly and in proper sequence

coordinate w/kitchen to ensure timely service and quality of food

Take orders and reservations over the phone

Bar tender

**Hayward Electric** (commercial and industrial) 03\04 – 05\05

Run EMT, pipe and wire

Installation of lamps, switches and receptacles

Exit signs, movement sensors and fire alarms

**Qualifications:** I am able to work independently or as team work with or without supervision. I am able to follow verbal and written instructions and completion of work on time as required. **Bilingual: English and Spanish.** **Customers service skills.** **Office equipment, PC literate, Microsoft office, word, excel, power point, dbase IV**

### **REFERENCES:**

1. Collin Diller, Customer service. Ganahl Lumber (949)350-6966

2. Kip Williams, Supervisor. Ganahl Lumber (949)494 6538

3. Katherine Kerbleski, customer service Celia's (415)235-9293