

# Resume

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Suzanne Knox  
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**Objective:**

Seeking a bartender/server position in an establishment that caters to a high profile clientele.

**Summary of Qualifications:**

I've been employed in the food and beverage service industry for 20 years, and bartending professionally for 18 years. I have extensive experience with fine dining and wine knowledge. Employers have found a value in my initiative, ability to think and problem solve. My experience has given me a complete understanding on how to perform quality service that is important to retaining customers. I derive satisfaction in customer interaction and working at a fast pace in a quality environment. Serving and communicating with customers is a natural infinity to my strong and outgoing personality which suits my curiosity of people. A key aspect to my work ethic is that I'm honest and dependable.

**Professional Experience:**

Four Season Hotel/Spa, Westlake Village, CA 91361      Sept 2011 – Oct 2012

Bartender/Server

Contact: (818) 575-3000

- Knowledge and experience at a top 5 star Hotel/Spa.
- Full service bar to guests, service bar, room service.
- Create new cocktail for various seasons and holiday.
- Full service menu at bar.
- End of month inventory.

Flemings Prime Steakhouse & Wine Bar, Woodland Hills, CA. 91367      Oct 05 – Sept 2011

Bartender/Server

Contact: Jeffery Harrelson / (805) 450-8051, (818) 346-1005

- Knowledge and experience at a fine dining establishment.
- Full service menu at bar.
- Cash and close all guest checks.
- Train new employees.
- Full time bartender at an upscale fine-dining steakhouse.
- Restaurant required every staff member to go through intensive training.
- Superior customer service and extensive wine list knowledge.
- Recite menu presentation.
- Managed a large and prestigious wine selection.

Morton's of Chicago, Woodland Hills, CA. 91367      Oct 07 - April 08

Bartender

Contact: Paul Chrisman / (818) 703-7272

- Knowledge and experience at a fine dining establishment.
- Full service menu at bar.