



Rachel Davalos

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SUMMARY

To become an expert in the field of Hospitality Management and provide better customer satisfaction by utilizing and building up on the professional capabilities through continuous contribution, dedication and learning. To be a single point resource for Food and Beverage services.

EXPERIENCE

Big Daddy's Fire Grill

Pasadena, CA — Nov. 2012 - Present

- **EXPO**- Checking food quality and accuracy before sending out. Preparing Garnishes. Dealing with fryers.
- **RUNNER**-Serving food to guest in a friendly and efficient way. Double checking accuracy of the order. Answering all questions about our menu. Bussing tables and cleaning the dining area.
- **CASHIER**- Taking friendly and efficient orders in person and over the phone. Handling money properly. Pouring beers and wines. Communicating to the kitchen staff effectively. Always Greeting Guest.

The Corner Bakery

Pasadena, CA — June, 2012 - Nov, 2012

- **EXPO**- Checking food quality and accuracy before sending out, Preparing Garnishes.
- **RUNNER**- Serving food to guest in a friendly and efficient way. Double checking accuracy of the order. Answering all menu questions. Bussing and cleaning the dining area.
- **CASHIER**- Taking orders in a friendly and efficient way, handling money in a proper way, communicating to the kitchen staff effectively, and Always Greeting Guest.

Yogurtland

Alhambra, CA — June, 2011 - June, 2012

- **SHIFT LEAD**- Run Manager responsibilities when Manager is not present. Direct other employees through their daily routines. Quality control. Ensuring customer satisfaction. Adhering to company policy.

EDUCATION

Mark Keppel High School -

Graduated (2011)

Pasadena City College -

(2011- present) Major : *Hospitality*

SKILLS

Building Connections- Ability to make positive connections with clients, vendors, guest and other employees.

Multitasking- Handle multiple responsibilities simultaneously. Organizational skills and adapt quickly to guests' needs .

Attention to Detail- Exceed guests' expectations and ability to focus on crucial guest details.

Basic Technical Skills- Computer skills. Invoice, Inventory charts, Excel Programs.

Flexibility- Adaptable, versatile and resourceful.

REFERENCES

Available upon request.

