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Objective

A responsible and challenging entry-level position that will utilize my educational and professional background, while offering continual development for future growth.

Education

Santa Teresa High School - San Jose, CA . Degree: 06/2008 - General Education
De Anza College - Cupertino, CA. 95014 - Fall 2008 - Present

Skills and Abilities / Experience

- Multi tasking
- Bilingual (English/Spanish)
- Self-motivated/Organized
- Responsible and efficient work attitude
- Team player/ Group focused
- Computer Skills (Microsoft Word, Excel, Power Point, Mac and/or PC)
- Skilled in motivating and interacting with the public.
- Adept at problem solving.

2007 - EA Lending/Loan Officer Assistant

- Organize files
- Answer phones
- Mail out marketing information to clients
- Customer Satisfaction

2008 – Sears/Sales Associate

· Ordering receiving	· Cash Controls
· Selling TV's and protection agreements	· Inventory controls
· Ensure customer satisfaction	· Maintain Visual Presentation
· Cash Controls	

2009- Chamber Of Commerce Mountain View/Events Coordinator

- Organize files
- Answer phones
- Mail out marketing information to clients
- Recruit Volunteers
- Organize The Art & Wine Fesitival
- Supervise The Event

2009- Chipotle Mexican Grill / Kitchen Manager

- Ensure customer satisfaction
- Cleaning and maintaining a healthy environment
- Cash Controls
- Ordering Product
- Staff Control
- Closing duties

2009-Express Company/Sales Associate

- Answer phones
- Sale Credit Cards
- Customer Satisfaction
- Stock Controls
- Scheduling Crew Members
- Customer Satisfaction

2010 - Grill Em' Steak House/ Kitchen Manager, Server, Dishwasher

- Ordering & Receiving Product
- Applied food service sanitation, managing quality food production, legal aspects of food Service management, basic cost control.
- Executed menu items and prep functions on the sauté and broiler stations.
- Line Cook
- Inventory controls
- Ensure customer satisfaction

2010 - Bon Appetite / kitchen Lead

- Ordering & Receiving Product
- Applied food service sanitation, managing quality food production, legal aspects of food Service management, basic cost control.
- Executed menu items and prep functions on the sauté and broiler stations.
- Line Cook
- Inventory controls
- Ensure customer satisfaction
- Catering for special events
- Organizing events within the google facility

2013 - Apple Co / Line Cook

- Executed menu items and prep functions on the sauté and broiler stations.
- Line Cook
- Inventory controls
- Ensure customer satisfaction
- Catering for special events
- Organizing events within the Apple facility

Personal Interests and Activities

- Play soccer
- Dj assistant
- Makes friends easily
- Responsible/Organized
- Good Team player

References Available Upon Request