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**OBJECTIVE:** To obtain a server position where I can utilize my work experience.

**SKILLS:**

- Excellent Customer Service
- Take and Serve Food Orders
- Advise Customers on Menu Items
- Recommend Dishes and Beverages
- Handled Cash, Debit and Credit Cards
- Operated Cash Register
- Cleaning and Setting Up Tables
- Replenish Condiments
- Resolve Customer Concerns
- Bartending Experience

**EXPERIENCE:**

5/2011 – 6/2012      *Flames Coffee Shop*

**Waitress**

- Provided a warm welcome for all patrons
- Prepared and served cocktails and drinks
- Informed customers of daily food and drink specials
- Handled cash, debit and credit transactions
- Check on patrons to ensure all their needs were met
- Maintained a neat and sanitary work space

2/2002-5/2011      *Sherwood Inn restaurant*

**Waitress**

- Greeted and seated guests
- Ensured expectations for their dining experience were exceeded
- Resolved customer concerns
- Served dishes to customers at tables
- Prebused and set-up tables
- Replenished condiments and tableware
- Operated cash register, accepted payments

1/2000-2/2002      *Arena Restaurant*

**Waitress**

- Received food & drink orders & serve customers requests to the standards required.
- Relayed food orders to cooks
- Prepared and set tables for the next guest
- Operated cash register and processed payments
- Answered phone calls
- Ensured the food service area is clean and sanitary

**Education:** Preparatoria No. 1, Cuernavaca, Morelos, Mexico, General Education