

AMBER N. POSADAS

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EDUCATION

2011-2013	Los Angeles Pierce College Registered Nursing Major
2007	Hands on Healing Institute Certified Massage Therapist
2001 – 2006	California State University, Northridge Bachelor's of Science
1997 – 2001	West Valley H.S.

WORK EXPERIENCE

January 2010 –
Present

Cocktail Server **Ixtapa Cantina**

- Provide quality customer service in high volume establishment
- Provide great attentiveness with proper etiquette
- Prepare & serve cocktails to guests
- Impeccable organization & great multi-tasking skills
- Ensure guests are of legal drinking age
- Monitor & maintain inventory of supplies & garnishes
- Collect payment & operate Aloha computer system

October 2009-
January 2010

Bartender/ Barista **Equator Café**

- Prepare & serve cocktails to guests
- Prepare specialty coffee drinks & tea
- Ensure guests are of legal drinking age
- Monitor & maintain inventory of supplies & garnishes
- Collect payment & operate cash register

October 2003 –
June 2008

Server **Buca di Beppo**

- Lead Server
- Provide quality customer service in high volume establishment
- Manage parties of 20-45 people
- Maintained clean section & fully stocked side station
- Trained new servers to potentially become team players & strong assets of the establishment

SKILLS

- Dedicated and reliable worker
- Strong interpersonal skills & friendly demeanor
- Extensive knowledge of the restaurant business
- Meticulous in regards to presentation of serving section, bar area & overall appearance
- Wonderful at multi-tasking
- Highly experienced in Customer Service
- Knowledgeable with Squirrel & Aloha systems
- CALIFORNIA FOOD HANDLER Certificate of Achievement