

Briaunna Hunter

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Objective

I am seeking a position in which I can utilize my people skills and prior professional experiences to create the best work environment possible while maintaining growth in business.

Experience

Sizzler

Oct 2014-March 2015

- Greet customers at the door to ensure a warm welcoming
- Take orders from customers for food and beverages
- Check customers' Identification Card to ensure they meet the California age requirements to consume alcohol
- Frequently checks in with costumers to make sure they are enjoying their meal and take action to correct any errors
- Collect payments from customers

Embarcadero YMCA

June 2013-April 2015

- Supervises children during daily activities
- Instructs students on the safe and proper use of equipment
- Interacts with parents on a weekly basis
- Report students physical and educational progress with supervisor and families
- Participate and encourage positive participation of all students in daily activities

CHALK

June 2012-April 2015

- Coordinate community-based workshops distributing information on local jobs and resources
- Uses computer applications such as Word, email, calendar and other applications as required
- Assist students in completing forms and applications to receive service
- Assists in scheduling applicants to meet with supervisor

Education

Skyline College

August 2013-Current

Pursuing a degree in Early Childhood Education

Youth Chance

High School Diploma

Skills

- Open-minded
- Goal oriented
- Outgoing

- Active listener
- Clear writer and speaker
- Team player

- Positive attitude
- Motivational
- Computer savvy