

Kyle Miller

Home address 11673 Iris Avenue, Fountain Valley, CA 92708

Phone number: (714)884-8914

Email: Kyle_miller_2001@yahoo.com

Objective

To learn and develop a career with a company while maintaining a professional and positive demeanor towards my co-workers or any individual in my presences and to take the goals of my manager/owner very successful with help of my dedication to kindness and upselling abilities.

Education

Business Management

Bartender Certificate

Actively attending school to receive a certificate in business management, and to receive a minor in restaurant management.

Related Job skills

I have Classroom experience as well as on the job experience general public. I have various skills in training and handling customer service as well as managing a team. I am a very fast and effective worker and will make an exceptional teammate with exceptional customer service and daily gratitude. I enjoy what I do very much. I am also certified as a bartender as I took a 60 hour hands on class in pouring drinks.

Experience

T.G.I.F.
Bartender

June 2012- present

- Assist customers in deciding what type of food or drink they need
- Communicate with managers and coworkers of the food and drinks ordered
- Make sure that details ordered are complete on time and up to standard
- Generate sales by recommending top shelf items and the best wine
- I love being a bartender and I know I will make you very happy if I am hired.

Westside Disposal, Main office

Office Assistant manager

April 2005-April 2009

- Help handle calls from possible new customers, longtime customers using a professional manner and friendly customer service disposition.
- Utilize Outlook and Microsoft Excel to create bills both online and bills for mailing.
- Fix, clean, and maintain office building and work station.
- Deal with employees as well as customer feedback/payroll

Referrals

(Upon request)