

Klaritza Macias

Manager - Extreme Pita

Newark, CA

clarita3@sbcglobal.net - (510) 943-7878

Proficient with Microsoft Word, PowerPoint

QUALIFICATIONS: Experience using Excel, POS

Experience working in management and customer service

Ability to work well under pressure

Bilingual, can speak, understand, and write Spanish

WORK EXPERIENCE

Manager

Extreme Pita - Fremont, CA - April 2009 to October 2014

Deliver friendly and professional customer service

Responsible for opening and closing restaurant, manage money, use of POS system, train employees, place weekly orders

Prepare food and catering orders

Babysitter

Tri-City Jazzercise - Newark, CA - October 2003 to December 2007

Provide childcare for children of 3 months through 14 years of age

EDUCATION

B.S in Hospitality and Tourism Management

California State University East Bay - Hayward, CA

December 2011