

# KATHERINE C. SIMONDS

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## **OBJECTIVE**

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Contribute to a positive work environment by providing quality customer service to all guests in an established restaurant.

## **SUMMARY OF SKILLS AND QUALIFICATIONS**

- Positive attitude and outgoing personality
- Fluent in Aloha and experience with other operating systems
- Versatile and Flexible
- Ability to multitask under pressure and in a fast paced working environment
- Wide variety of liquor and food knowledge
- Strong communication skills
- Detailed oriented in presentation

## **EXPERIENCE**

### *Hoffstot's Café Monaco, Oakmont Pa, Server, December 2011 – April 2013*

- Provided high quality four course food and beverage service to a designated section of tables.
- Worked collaboratively with team members to set up, serve and break down of in house banquets and outside catering events.
- Effectively executed opening and closing responsibilities.

### *Grant Village Lakehouse Restaurant, Yellowstone WY, Server, June 2011 – September 2011*

- Worked collaboratively with team members to provide all guests with quality service in a fast paced working environment.
- Experience providing both front of the house and back of the house support.
- In addition to serving, I also supported the restaurant as a server, busser, hostess and food preparation.
- Provided customer service to guests across multiple cultures and worked to effectively bridge language barriers.

### *Dolphin Seafood Restaurant, Natick Ma, Server, May 2009 – August 2009*

- Attended to the needs of guests by working as a part of a team while maintaining a positive attitude.
- Trained incoming service staff on systems, procedures and menu.
- Effectively executed opening and closing responsibilities.

## **EDUCATION**

Bachelor of Science, University of Connecticut, May 2008  
Special Education, English Concentration GPA: 3.33

Masters of Arts in Education, May, 2009  
Special Education GPA: 4.00