

## **(Ava) Alysia Patton**

2020 South Garth Avenue, Los Angeles, CA  
(505)604-5177 avareyes2010@gmail.com

### **Skills**

Sales/Trained  
Food service/Trained  
Retail/Trained  
Childcare/Trained

### **Work Experience**

October, 2015- November, 2016

#### **Gabby's soaps, Albuquerque , NM**

*Sales Associate*

- ◆ Sell store merchandise
- ◆ Provide product knowledge to the customers
- ◆ Create a personalized shopping experience for each guest

December, 2015- November, 2016

#### **Jambo Cafe, Santa Fe, NM**

*Hostess*

- ◆ Seating customers
- ◆ Assisting servers
- ◆ Scheduling reservations

August, 2015-March, 2016

#### **Caveman Coffee Cave, Santa Fe, NM**

*Barista*

- ◆ Preparing coffee and tea orders
- ◆ Answering phones
- ◆ Selling shop merchandise

May, 2015- November, 2016

#### **NY & Co. Albuquerque, NM**

*Sales Representative*

- ◆ Assisting in customer's shopping needs
- ◆ Styling Clients
- ◆ Selling store merchandise

July, 2014- July, 2015

#### **Lucky's Lounge, Albuquerque, NM**

*Bartender*

- ◆ Serve and make drinks
- ◆ Maintain cleanliness of the bar



- ◆ Tending to the register

February, 2014- June, 2014

**Desert Forge Crossfit, Albuquerque, NM**

*Front Desk Clerk*

- ◆ Check in gym members
- ◆ Answer membership questions
- ◆ Sell gym merchandise

January, 2014- Present

**A&M Talent House, Santa Fe, NM**

*Actress*

- ◆ Reply to emails for upcoming projects
- ◆ Attend auditions
- ◆ Be a good representative for agency

September, 2013- December, 2013

**White Turtle Casting, Albuquerque, NM**

*Stand-in Actress*

- ◆ Work with Director of photography for scene lighting
- ◆ Work with actors for continuity
- ◆ Aide in staging of scenes

June, 2013- October, 2013

**Blue Chip Promotions, Albuquerque, NM**

*Promotions Model*

- ◆ Promote events
- ◆ Model featured promotion
- ◆ Planned and created events

August, 2012- June, 2013

**APS, Albuquerque, NM**

*Education Assistant*

- ◆ Assist primary teacher in daily class lessons
- ◆ Help students during class projects
- ◆ Offer insight to progress of each student

June, 2012- November, 2012

**Planet Fitness, Albuquerque, NM**

*Collection Agent*

- ◆ Collect on past-due accounts
- ◆ Answer membership questions
- ◆ Provide strong customer service

October, 2011- February, 2012

**Avondale Temp Services, Avondale, AZ**

*Temporary Service Provider*

- ◆ Respond to on-call job demands
- ◆ Clerical work



- ◆ Phone skills

April, 2011-August, 2011

**P.F. Chang's China Bistro, Albuquerque, NM**

*Hostess*

- ◆ Front of house/Seating
- ◆ Operating the phones and taking reservations
- ◆ Providing optimal customer service

May, 2010-April, 2011

**Bloom, Albuquerque, NM**

*Sales Associate*

- ◆ Providing assistance to the customers
- ◆ Tending to the register
- ◆ Maintaining general upkeep and neatness of the store

### **Education**

***Central New Mexico Community College, Albuquerque NM***

Fall semester and Spring semester 2011

Degree: General Studies

**Valley High School Albuquerque NM**

May, 2011

### **References**

Annie Jones Manager, P.F. Chang's China Bistro, Albuquerque, NM 505.344.8282

Tommy Truex Owner, Desert Forge, Albuquerque, NM 505.908.4359

Ahmed Obo Owner, Jambo Cafe, Santa Fe, NM 505.920.4803

Brian East Owner, Gabby's Soaps, Albuquerque, NM 505.550.1653



Name Ava J. Plessin Patton

**Servers Test**

Score / 35

**Multiple Choice**

B 1) Food is served on what side with what hand?

- a) On the left side with the left hand
- b) On the left side with the right hand
- c) On the right side with the left hand
- d) On the right side with the right hand

(B)

D 2) Drinks are served on what side with what hand?

- a) On the left side with the left hand
- b) On the left side with the right hand
- c) On the right side with the left hand
- d) On the right side with the right hand

B 3) Food and drinks are removed on what side with what hand?

- a) On the left side with the left hand
- b) On the left side with the right hand
- c) On the right side with the left hand
- d) On the right side with the right hand

B 4) What part of a glass should you handle at all times?

- a) The stem
- b) The widest part of the glass
- c) The top

P 5) When you are setting a dining room how should you set up your tablecloths?

- a) Neatly and evenly across the tables
- b) The creases should all be going in the same directions
- c) The chairs should be centered and gently touching the table cloth
- d) All of the above

D 6) If you bring the wrong entrée to a guest what should you do?

- a) Go back into the kitchen and patiently wait in line behind the rest of the servers until it's your turn
- b) Inform the guests that you will bring the correct entrée once everyone else in the dining room is served
- c) Try to convince the guests to eat what you brought them
- d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

**Match the Correct Vocabulary**

A Scullery

B Queen Mary

C Chaffing Dish

E French Passing

G Russian Service

F Corkscrew

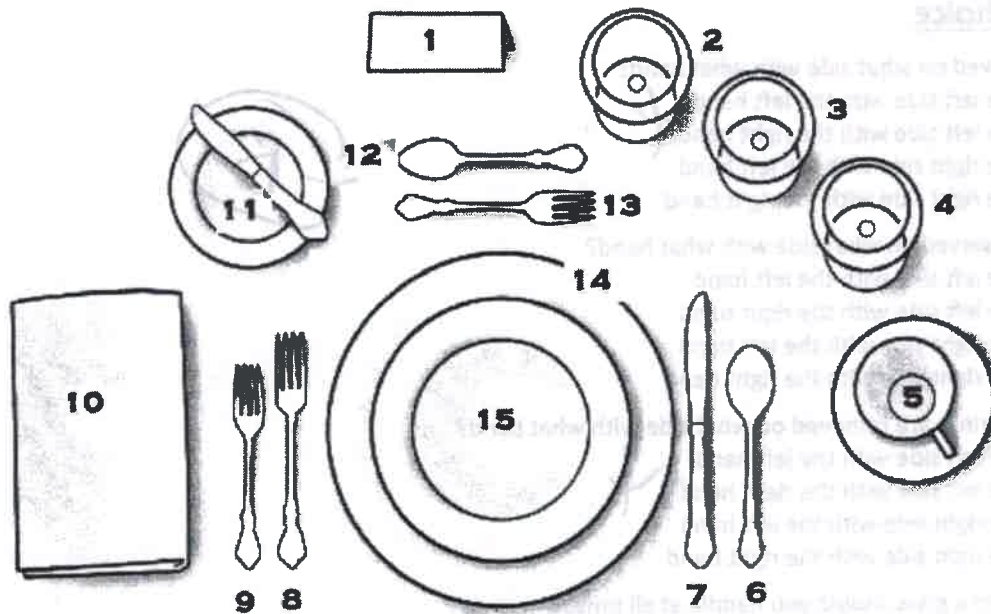
D Tray Jack

- A. Metal buffet device used to keep food warm by heating it over warmed water
- B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron)
- C. Used to hold a large tray on the dining floor
- D. Area for dirty dishware and glasses
- E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored
- F. Used to open bottles of wine
- G. Style of dining in which the courses come out one at a time

Name Ara / Alyssa Patton

**Servers Test**

Score / 35



**Match the Number to the Correct Vocabulary**

- |                                 |                                       |
|---------------------------------|---------------------------------------|
| <u>10</u> Napkin                | <u>9</u> ✓ Dinner Fork                |
| <u>11</u> Bread Plate and Knife | <u>5</u> Tea or Coffee Cup and Saucer |
| <u>1</u> Name Place Card        | <u>7</u> Dinner Knife                 |
| <u>12</u> Teaspoon              | <u>3</u> ✓ Wine Glass (Red)           |
| <u>13</u> Dessert Fork          | <u>8</u> ✓ Salad Fork                 |
| <u>6</u> Soup Spoon             | <u>15</u> ✓ Service Plate             |
| <u>14</u> ✓ Salad Plate         | <u>2</u> ✓ Wine Glass (White)         |
| <u>4</u> Water Glass            |                                       |

**Fill in the Blank**

- The utensils are placed four inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? sugar and cream
- Synchronized service is when: Several servers are working at once to fill glasses & pull plates
- What is generally indicated on the name placard other than the name? The Party reserved
- The Protein on a plate is typically served at what hour on the clock? 7:00pm ✓
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?  
If they are allergic to those foods then notify the chef.