

# Sharri Jones

## ABOUT ME

*I'm from San Antonio, TX and have lived in New York for 10+ years. I possess over 10 Years Experience in Hospitality. I have worked for various establishments in NYC, ATL & TX. I have extensive knowledge of wine and spirits. I have worked at VIP Nightclubs, Lounges, 5 star restaurants, private event venues as well as directly from Liquor Distributors. My job has always been to maintain a high level of docile etiquette within my environment. CORE QUALIFICATIONS INCLUDE: Taking orders using POS systems. Process cash and card transactions proficiently, ability to multitask and remain positive under pressure, fantastic memory and excellent listening skills resulting in highly-accurate order placement Amazing customer service experience my Goal is always to exceed expectations and WOW the guest.*

## EXPERIENCE

### Barcelona Wine Bar (Atlanta, GA)

*FRONT SERVER/TRAINER* Mar-Dec 2016

Assist in reservations and to go-orders. Possess knowledge of various wines varietals, with our extensive list of over 300 wines. Consistent training from liquor distributors and wine dealers. Training new back servers to move them up to front server status. Train servers on tapas, charcuterie, wines and core values. Provide food and wine pairings of Spanish, South American, South Africa and Italian varietals. Know the extensive menu and ingredients to be able to customize palate based on preferences, allergies and /or restrictions.

### Atlantis Mediterranean Grill/Sahara Lounge (Atlanta, GA)

*VIP BOTTLE HOST, BARTENDER, GREETER, HOOKAH GIRL* Dec 15-Mar 16

Mixing specialty cocktails at a volume bar, Hosting VIP tables resulting in up-sale of bottles, handles all monetary transactions, keep bottles, mixers, garnishes, glasses and ice buckets stocked. Greet guests at door and escort them to their tables. Knowledge of food menu for after-hours dining. Placing orders and preparing hookahs.

### 230 FIFTH (New York, NY)

*COCKTAIL SERVER, VIP HOST, CHECK-IN* Oct 2014-Mar 2015

Check In Guests and escort them to their sections. Served wine, beer and cocktails per restaurant guidelines. Worked many private parties within establishment, (NBC, Credit Suisse, Tiffany & Co. Google, etc.)

### Brynwood Country Club (New York, NY)

*BARTENDER* June 2012-Oct 2014

Main Club bar and poolside bar service. Mixed Specialty cocktails and creatively conceptualized new drinks. Volume bartender for club private parties and event (Ronald McDonald Charity fundraisers, weddings and bar Mitsvahs)

### HK Lounge (New York, NY)

*VIP BOTTLE HOST/BARTENDER* Sept.2013- Feb 2014

Mixed Proficient drinks in a fast paced environment. Standard VIP bottle service duties.

## VIP BOTTLE HOST

## BARTENDER

## COCKTAIL SERVER

## HOSTESS

**709 S. Mariposa Ave. Los Angeles, CA 90005**  
**Sharrijones@icloud.com (210) 823-0181**

## EDUCATION

### Kaplan University 2007-2009

BS in Criminal Justice

AA in Paralegal Studies

### University of Houston 2004

Cullen College of Engineering Program  
Electrical/Chemical Engineering

## ADDTL. EVENTS

ESPN Superbowl 51- Cocktail Server

Rolling Stones- Superbowl 51-VIP Host

Heineken US OPEN Launch Party- VIP Host

Bon Appetite Magazine Party- Server

NBC Next Best Restaurant- Server

History Channel-Swamp People-Server

Discover Kazakhstan Benefit- French Server

Men in Black 3 Wrap Party- Cocktail Server

Aveda Corporate Brunch-Server

CBS Upfronts- Cocktail Server

NBC Upfronts Pre- Reception- Cocktail Server

The Governors Brunch- Server

Hawaiian Tropic Zone Launch Party- VIP Host

9A Lounge Football La Femme- Bartender

NFL Draft Gift suite BADBOY/Ciroc- Bartender

## SKILLS & CERTIFICATIONS

### **POS Systems**

(Aloha, Positouch, Square, Clover and Micros)

### **Reservations Systems (Open Table)**

### **Certifications**

TABC, TIPS, California Food Handlers Card

Over 100 Hours in spirits training from Beam

Suntory, Campari America, Moet-Hennessy,

Pernod-Ricard, Diageo. I was contracted for

Eurpac Co. specializing in pushing new products for various distributors in various markets.

## Servers Test

### Multiple Choice

- 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
  
- 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
  
- 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
  
- 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
  
- 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
  
- 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 dinning 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
- D French Passing
- E Russian Service
- F Corkscrew
- G Tray Jack

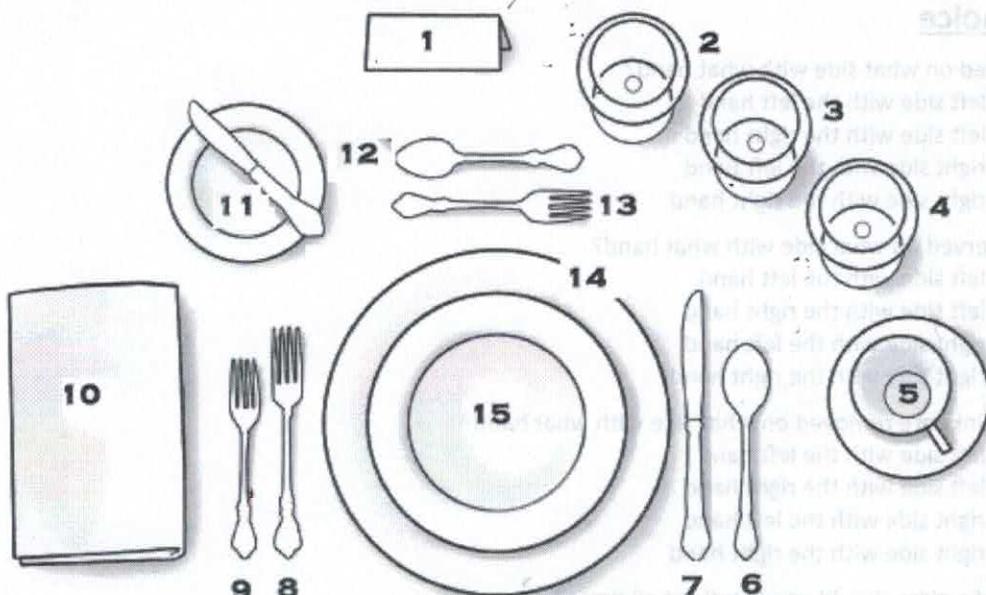
NOT  
FAMILIAR  
W/

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TERMS

- 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 Shannen Jones Score / 35

**Servers Test**



**Match the Number to the Correct Vocabulary**

10 Napkin

11 Bread Plate and Knife

1 Name Place Card

12 Teaspoon

13 Dessert Fork

6 Soup Spoon

15 Salad Plate

24 Water Glass

8 Dinner Fork

5 Tea or Coffee Cup and Saucer

7 Dinner Knife

9 Wine Glass (Red)

14 Salad Fork

1 Service Plate

10 Wine Glass (White)

**Fill in the Blank**

1. The utensils are placed NAT inch (es) from the edge of the table.

2. Coffee and Tea service should be accompanied by what extras? CREAM, HONEY, SUGAR, LEMON

3. Synchronized service is when: ALL PLATES + TABLES ARE SERVED @ THE SAME TIME

4. What is generally indicated on the name placard other than the name? TABLE #

5. The Protein on a plate is typically served at what hour on the clock? 10

6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?

I INFORM MY SUPERIORS AND THE KITCHEN