

MICHAEL LESLIE

111 Taylor St. ♦ San Francisco, CA 94102

~~831-227-9612~~ 831-235-8485

OBJECTIVE: To obtain a position with your company where I can use my skills and gain experience

HIGHLIGHTS OF QUALIFICATIONS

- Demonstrated ability to work in a diverse population
- Ability to work as part of a crew or with little or no supervision
- Excellent interpersonal, verbal, and written communication skills
- Experienced in providing excellent customer service
- Over 2 years' experience in foodservice

SUMMARY OF SKILLS

Kitchen Staff

- Assisted in the preparation and serving of meals
- Cleaned kitchen and dining area
- Prepared all food items for daily use in a large scale facility

Counter Staff

- Assisted customers with menu choices
- Prepared and served orders for dine-in and take out
- Prepared all food items for daily use
- Cleaned prep counter, kitchen, and dining areas

Driver

- Located and assisted stranded drivers throughout the Santa Cruz area
- Unlocked vehicles, fixed flat tires, and brought gasoline as needed
- Towed vehicles to requested areas or nearby auto body shops
- Utilized two way radio to communicate with dispatcher
- Processed billing and received payments
- Performed pre and post-inspection maintenance on truck

Sales Associate/Driver

- Answered phones and took incoming orders from customers
- Provided general information on products
- Prepared merchandise for shipping
- Delivered items using a company truck

EMPLOYMENT HISTORY

Kitchen Staff	FCI Lompoc	Lompoc, CA	2015-2016
Counter Staff	Togo's Sandwiches	Santa Cruz, CA	2013-2014
Driver	Coast Counties Towing	Santa Cruz, CA	2012-2013
Sales Associate/Driver	NAPA Auto Parts	Santa Cruz, CA	2010-2013

EDUCATION & TRAINING

High School Diploma, Pacific Coast Charter School, Watsonville, CA

