

Christopher Balan

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SUMMARY OF SKILLS

Punctual, fast learner with excellent attention to detail
Self-motivated and able to complete tasks with little supervision
Gets along well with all types of people
Works well from written and verbal instructions, individually or as part of a team
Able to take direction, communicate effectively and complete tasks in a timely manner

EMPLOYMENT HISTORY

Server

Chiguacle, Sabor Ancestral de Mexico, Los Angeles, CA August 2016 – Present

- Informed customers of daily specials.
- Explained how various menu items were prepared, describing ingredients and cooking methods.
- Stocked service areas with supplies such as coffee, food, tableware, and linens.
- Filled salt, pepper, sugar, cream, condiment, and napkin containers.
- Escorted customers to their tables.
- Explained and described wines to customers.
- Checked with customers to ensure that they were enjoying their meals and took action to correct any problems.
- Collected payment from customers.
- Wrote patrons food orders on order slips, memorized orders, and entered orders into computers for transmittal to kitchen staff.
- Served food and beverages to patrons; prepared and served specialty dishes at tables as required.

Room Service & Server

Sheraton Riverwalk Hotel, Tampa, FL March 2011 – June 2015

- Served meals to guests in their rooms.
- Carried silverware, linen and food on tray, or used cart.
- Removed equipment from rooms.
- Tendered cash and cleaned house on a daily basis.

Computer Sales

Best Buy, Tampa, FL October 2009 – February 2011

- Prepared sales slips and sales contracts.
- Described merchandise and explained use, operation, and care of merchandise to customers.
- Recommended, selected, and helped locate and obtain merchandise based on customer needs and desires.
- Inventoried stock and requisitioned new stock.
- Placed special orders and called other stores to find desired items.
- Greeted customers and ascertained what each customer wanted and needed.
- Maintained knowledge of current sales promotions and policies regarding payment and exchanges, as well as security practices.

EDUCATION and PROFESSIONAL DEVELOPMENT

High School Diploma

Wharton High School, Tampa, FL

2006

Computer Science

Pasadena City College, Pasadena, CA

2018

Chirotopic Bests

3625 Reservoir Blvd PMB 205 Rocklin, CA 95760
(510) 360-0300 • www.chirotopic.com

10 WAYS TO SELL

1. Promote your services to your patients to get them to refer others to you.

2. Encourage your patients to refer others to you.

3. Offer a self test with a simple test to part of a patient.

4. Offer to take your patients' examinations or complete any simple treatment.

EMPLOYMENT HISTORY

August 2010 - Present

Chirotopic, Inc. • 3625 Reservoir Blvd PMB 205 Rocklin, CA

• Promotional Services • Marketing Materials • Chirotopic Newsletters

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EDUCATION AND TRAINING PROGRAMS

2010

2008

2006

2004

High School Diploma

Winton High School, Lumberton, NJ

Countdown Series

Jefferson High School, Jefferson, CA

Servers Test

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

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

A

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

D

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

D

B Scullery

E

Queen Mary

A

Chaffing Dish

B

French Passing

F

Russian Service

C

Corkscrew

G

Tray Jack

X 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

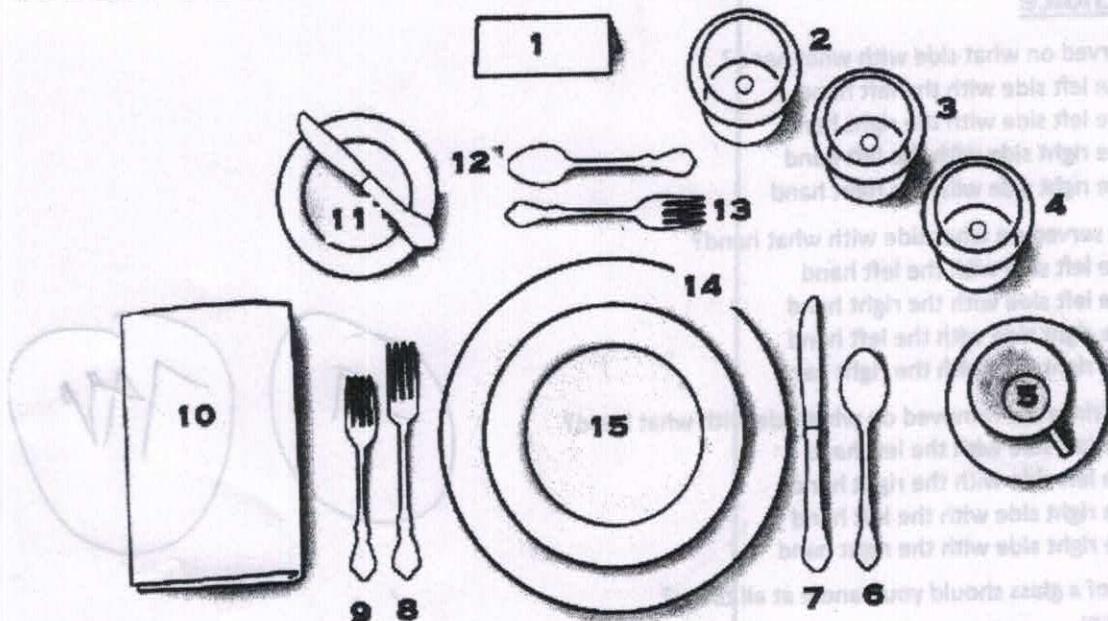
F.

Used to open bottles of wine

G.

Style of dining in which the courses come out one at a time

Servers Test



Match the Number to the Correct Vocabulary

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

Fill in the Blank

1. The utensils are placed 1 inch inch (es) from the edge of the table.
2. Coffee and Tea service should be accompanied by what extras? Tea or coffee cup and saucer
3. Synchronized service is when: All team members work efficiently and coordinated.
4. What is generally indicated on the name placard other than the name? Party number, meal choice
5. The Protein on a plate is typically served at what hour on the clock? 7 VPM
6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately? Explain options available, take notes