

Lorrane French

172 Sixth Street, Apt. 607
San Francisco, CA 94103
Main (415)621-2105
Message (415)205-6916

Dear Hiring Supervisor,

Please accept this cover letter and my attached resume for the any open position you may have available within your establishment. I have a multitude of experience in a variety of fields. I would like to find a position within your company where I would have a positive impact on people, also to obtain and maintain a stable position that offers the opportunity to improve my current skills as well as to learn new skills.

In addition, I enjoy working in a fast-paced environment with people from diverse backgrounds. This experience has given me a thoughtful understanding of good business techniques, and professional protocol. I also possess a strong technical aptitude and have proven ability to quickly grasp new concepts. I am both thorough and efficient in my work; I believe that my work is a reflection of me.

After reviewing my resume, I am hoping you will contact me to schedule an interview. I may be reached at the telephone number as listed above. I thank you in advance for your consideration and I look forward to hearing from you.

Respectfully Submitted,

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Objective	To find a position where I can obtain and maintain a stable position that offers the opportunity to improve my current skills as well as to learn new skills.		
Qualifications	Always punctual, responsible and detail-oriented. Highly motivated; committed to achieving exceptional results. I thrive on challenges and opportunities to assume responsibility; Work well with a diversity of people, independently or as a team member. Eager to learn; work with minimum supervision; hard working, dependable, and cooperative.		
Experience	- <u>Concessions Worker</u> <ul style="list-style-type: none">▪ Serve food and/or beverages to customers; assist with preparing and serve specialty dishes at tables as required▪ Perform some food preparation or service tasks such as cooking, clearing tables, and serving food and drinks when necessary.▪ Sold food items such as sandwiches, salads, soups, and beverages (cashier).▪ Prepare tables for meals, including setting up items such as linens, silverware and glassware.▪ Washes pots, pans, and trays by hand.▪ Scrapes food from dirty dishes and washes them by hand or places them in racks or on conveyor to dishwashing machine.▪ Drive to various locations for food preparations and set up if needed for video or photo shoots.▪ Monitor food distribution, ensuring that meals are delivered to the correct recipients.▪ Clean and sterilize dishes, kitchen utensils, equipment, and facilities. - <u>Food Runner</u> <ul style="list-style-type: none">▪ Remove dishes and glasses from tables or counters, take them to kitchen for cleaning.▪ Stock service areas with supplies such as coffee, food, tableware, and linens.▪ Check with customers to ensure that they are enjoying their meals and take action to correct any problems.▪ Clean tables or counters after patrons have finished dining.▪ Serve food or beverages to patrons, and prepare or serve specialty dishes at tables as required.▪ Fill salt, pepper, sugar, cream, condiment, and napkin containers.▪ Provide guests with information about local areas, including giving directions.▪ Perform cleaning duties, such as sweeping and mopping floors, vacuuming carpet, tidying up server station, taking out trash, or checking and cleaning bathroom.▪ Escort customers to their tables.▪ Prepare tables for meals, including setting up items such as linens, silverware, and glassware.		
Recent Work	Food Server Worker	Labor Ready-San Francisco, CA	1 Year
	Cashier/Food Service	Acrobat Staffing- San Francisco, CA	1 Year
	Convention Set Up	Whole Life Expo-San Francisco, CA	1 Month