Marilina Toledo Borges

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Summary

Kind, friendly and courteous server with 2 years of experience. Seeking to obtain a job where I can demonstrate my abilities and skills, and be exposed to a job environment where I can expand my professional experience.

Highlights

- Money handling experience
- Excellent communicator
- Customer-focused
- Dedicated and dependable
- Sales proficient
- Fast learner
- Ability to work under pressure and teamwork
- Fluent in Spanish and English.

Experience

Server
Kabanas

05/2017 — 09/2017
San Juan, San Juan

- Opening and closing.
- Politely greet customers.
- Guide guests through menus and precisely describe menu items.
- Bus, clear and clean tables.
- Stock service stations with items such as straws, napkins, silverware, ice and beverages.
- Run food and beverages to tables.
- Total checks, present them to customers, and accept payment for services.
- Trainer.
- Knowledge in system Revel.

Server
The Brown Boxer North Beach

12/2016 — 04/2017
Clearwater, FL

- Opening and closing.
- Greet the customers.
- Guide guest through the menu, explain the menu and take orders.
- Stock service stations with items such as straws, napkins, silverware,boxes, side plates, cups, ice and beverages.
- Carry food and beverages on trays.
- Total checks, present them to customers, and accept payment for services.
- Bus and clean tables.
- Knowledge in system Aloha.

Server
Kabanas

02/2016 — 09/2016
San Juan, PR

- Opening and closing.
- Politely greet customers.
- Guide guests through menus and precisely describe menu items.
- Bus, clear and clean tables.
- Stock service stations with items such as straws, napkins, silverware, ice and beverages.
- Run food and beverages to tables.
- Total checks, present them to customers, and accept payment for services.
- Trainer.
- Knowledge in system Ambur.

Server
El Axolote

12/2015 — 02/2016
San Juan, PR

- Opening and closing.
- Greet the customers.
- Take food orders and give them to the kitchen.
- Stock service stations with items such as straws, napkins, silverware, ice and beverages.

- Carry food, beverages and silverware to tables.
- Total checks, present them to customers, and accept payment for services.

CASHIER
COOKIERELLA

02/2012 – 02/2015
Arecibo, Puerto Rico

- Handled money.
- Sold the products.
- Assist customers by answering their questions, providing information and resolve complaints.
- Receive payments by cash, checks, credit and debit cards.
- Bake the products.

Languages

Fluent in Spanish and English.

Education

High School Diploma: Colegio Evangelico Capitan Correa
Hatillo, Puerto Rico

2013

BBA: Universidad Interamericana de Puerto Rico - International Relations
San Juan , Puerto Rico
did not complete

Availability

Everyday

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 dinning room is served
   c) Try to convince the guests to eat what you brought them
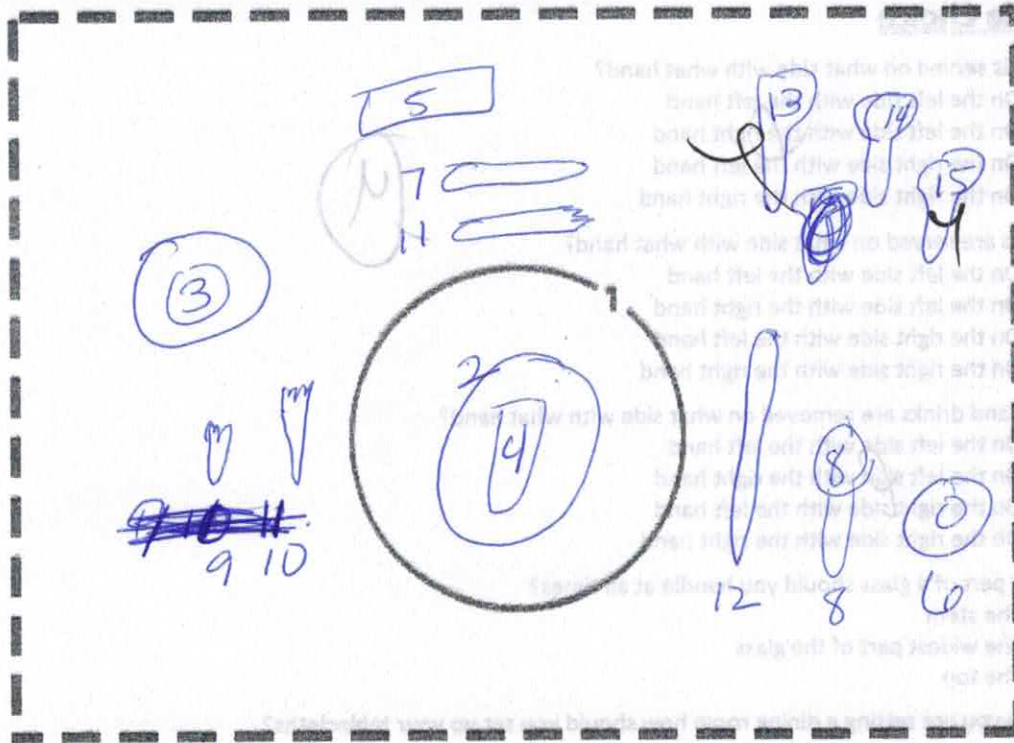   d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

Match the Correct Vocabulary

_D_ Scullery

_E_ Queen Mary

_A_ Chaffing Dish

_B_ French Passing

_G_ Russian Service

_F_ Corkscrew

_C_ 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

Draw a formal place setting containing all of the following:

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

Fill in the Blank

1. The utensils are placed _2_ inch (es) from the edge of the table.
2. Coffee and Tea service should be accompanied by what extras? _Sugar and spoon_.
3. Synchronized service is when: _all the plates are hand at the same time_
4. What is generally indicated on the name placard other than the name? _Reserved_.
5. The Protein on a plate is typically served at what hour on the clock? _4_.
6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?
tell them all the options