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# PALOMA DOMINGUEZ

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## EXPERIENCE

### UBER INC. SUPPLY OPERATIONS; LOS ANGELES, CA – NOV 2017-CURRENT

Core functions were to onboard new driver-partners onto Uber's system. This is a customer oriented position that requires strong writing, communication and technological skills.

### ARTS UNITED, TEACHING ARTIST; SAN DIEGO, CA – DEC 2015-OCT 2017

As a teaching artist, my responsibilities included lesson planning and facilitating lessons in a co-teaching environment. I focussed on the acting instruction, and was responsible for preparing students for their final culmination while meeting VAPA standards. I also helped students in writing original monologues and plays to be presented at the end of the year.

### APPLE, INC., SPECIALIST; SAN DIEGO, CA – OCT 2013-DEC 2015

As a specialist, the ability to thrive in an extremely fast-paced and ever changing environment is paramount. I processed sensitive customer information, performed cell phone plan upgrades and was familiar with all major carrier procedures. I assisted customers with setting up their new devices from iPod to iMac. I taught group workshops on how to get the most out of apple devices as well as personal one-to-one sessions. I received training to be a technician and would troubleshoot, repair, and replace iOS devices as well. I exercised competencies such as thinking on the fly, dealing with ambiguity, and working as a team player in a constantly evolving environment.

### SAN DIEGO MESA COLLEGE, OFFICE ASSISTANT; SAN DIEGO, CA – SEP 2014-JUL 2015

My main duties were managing the fiduciary and co-curricular accounts for the Drama department, and I would assist the head of the department as needed. I organized recruitment for the drama department and processed paperwork for incoming theatre students. I built a database of alumni, made sure everyone had time cards turned in on time, and produced an annual performance titled "Women's Word" during Women's history month.

### CHUAO CHOCOLATIER, SHIFT MANAGER; SAN DIEGO, CA – OCT 2011-SEP 2013

Chuaos is a family owned business with community values, which made for a warm work environment. I was a key holder and shift manager, so my responsibilities included training new employees, serving as a barista, food handling, bank deposits, balancing the register, working alone in the shop, and of course delivering top-notch customer service.

### MAZARA'S PIZZERIA, SERVER; SAN DIEGO, CA – AUG 2009 - SEP 2010

Mazara's is an upscale local favorite. My responsibilities were to take orders and effectively relay them to kitchen staff, serve dishes to tables, fold napkins, put away glassware, and keep a clean workspace.

### JK BURGERS AND HOTDOGS, CASHIER; SAN DIEGO, CA – MAR 2008 - JUN 2009

Main responsibilities included serving food to customers, running and balancing the cash register, maintain a tidy workspace, and offer excellent customer service.

## EDUCATION

### UNIVERSITY OF CALIFORNIA, SAN DIEGO – B.A. THEATRE, 2017

GRADUATED *MAGNA CUM LAUDE*

RECIPIENT OF THE CHAIR'S AWARD FOR DISTINGUISHED SERVICE AT UCSD

## SKILLS

Strong social and professional interpersonal skills. Quick learner. Extremely organized. Strong writing and editing skills.

Computer literate: Mac and PC.



**Multiple Choice**

- A 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
- D 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**

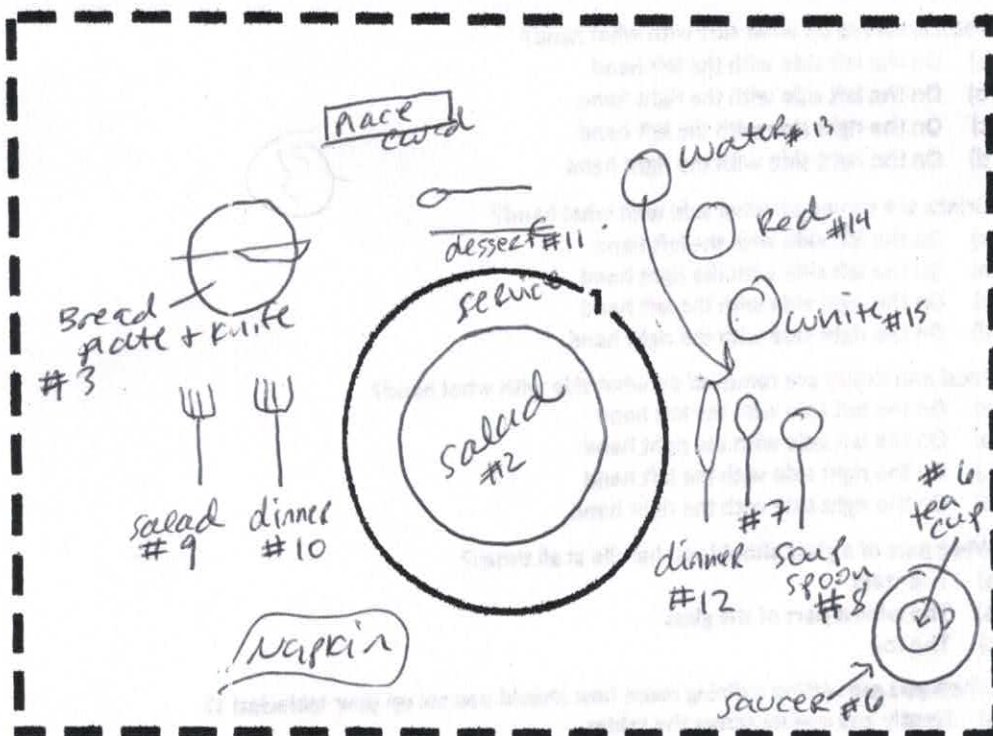
- |                          |   |
|--------------------------|---|
| <u>D</u> Scullery        | A. Metal buffet device used to keep food warm by heating it over warmed water   |
| <u>A</u> Queen Mary      | B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron) |
| <u>E</u> Chaffing Dish   | C. Used to hold a large tray on the dining floor  |
| <u>B</u> French Passing  | D. Area for dirty dishware and glasses  |
| <u>G</u> Russian Service | E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored   |
| <u>F</u> Corkscrew       | F. Used to open bottles of wine   |
| <u>C</u> Tray Jack       | G. Style of dining in which the courses come out one at a time  |



Name Paloma Dominguez

# Servers Test

Score / 35



Draw a formal place setting containing all of the following:

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

## Fill in the Blank

- The utensils are placed 3 1/2 inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? \_\_\_\_\_
- Synchronized service is when: not all guests food is served together
- What is generally indicated on the name placard other than the name? Table number
- The Protein on a plate is typically served at what hour on the clock? 12 9 4
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?  
inform the kitchen