

**Jennifer Bunce**

**949-735-8717**

**Orange County, California**

**Objective**

Server, Cocktail Waitress, Bartender, Catering Events

**PROFESSIONAL EXPERIENCE**

**SERVER-YardHouse-Irvine, California-July 31, 2017-Current**

I moved back to California and received an opportunity to work for YardHouse at the Irvine Spectrum, in Irvine, California. YardHouse is a very high pace, fast service type of restaurant that also offers over 160 beers. Here my speed of service has excelled, I gained a lot of experience being able to handle multiple tables at a time, as well as working big parties up to 30 guest at a time. I also gained more knowledge and experience with discussing beer with my guests. Even though YardHouse is more on the casual dining side, providing great service at all times is extremely important. We are used to having secret diners come into our establishment, so I always make sure to provide great service to my guests at all time. It is important to me to provide my guest with a good, fun experience, and always be constantly catering to their needs. I always receive positive reviews and feedback from my satisfied guests.

**BARTENDER AND SERVER-Town Restaurant-Honolulu, Hawaii-April 2016-6/22/2017**

I was offered a great opportunity to be one of the main day bartenders at Town Restaurant as well as server. This restaurant was a very popular local spot in Honolulu, here I definitely enhanced my skills as a bartender making premium cocktail drinks and proper dining service in the evenings for the casual fine dining atmosphere. Our bar is known for our popular signature premium cocktail drinks and our huge wine list. I made sure to be knowledgeable about our drink and dining menu as well as be prompt and efficient with my service at all times. I need to always be up to date with the different lunch cocktails we make, to ensure we are always providing tasteful drinks our guests can enjoy. I can handle a lot while working in a restaurant, and still keep my composure to make sure the restaurant is running smoothly. Just on the bar side, I always make sure we are in stock of everything the bar needs, and up to date with our inventory.

**SERVER AND BARTENDER MANAGER-Kulana Terrace/Queen Kapiolani Hotel-Honolulu, Hawaii-December 2015-April 2016**

I was considered one of the top servers at the restaurant, Kulana Terrace, inside the Queen Kapiolani Hotel. The restaurant is a casual/fine dining, rooftop bar, that I also serve as bartending manager once a week. My duties are to set up the restaurant for the day shift as well as preparing for the night shifts. Make sure all the servers remain in their sections, and that everyone is doing their responsibilities for the evening. As a server, I am always making sure the restaurant is running smoothly, and we are all providing the best service possible. At this establishment, I

enhanced my fine dining skills, and learned more about the proper fine dining experience that our restaurant excels to be. Making sure that our guests are getting a nice experience during their dinner, at a reasonable cost, for fine dining food, and service. As a bartender, we are the manager of the restaurant for the shift we are working, so we also are in charge of all the servers. Being able to bartend on my own, I enhanced my skills in speed, learning about new drinks to make, as well as developing experience as a manager of a restaurant. Closing duties as bartender, you have to make sure everything is locked up and protected, cleaned, sanitized, and everything fully stocked for the next shift. We are also in charge of all the billing information that is due at the end of the shift. I am held responsible for room charges, credit card receipts, audits, cash receipts, and deposits that all the employees turn in. Our restaurant also holds banquets at the hotel and I will help by serving and bartending those special events. Have a background with catering from previous years, and these banquets helped enhance my skills when it comes to the fine dining food and service we offer. My learning experience here was polishing my skills from my previous employment and gaining better experience in the fine dining world.

#### **SERVER-Rudy's Pub and Grill-Lake Forest, CA-2012-December 2015**

One of the top servers at Rudy's Pub and Grill which is a popular sports bar in the Orange County area. This restaurant is always busy, especially on game days. So, with the experience and skills I have in the restaurant industry, I am able to tackle any challenge. Always make sure my tables are approached within the first minute they sit down. I definitely enjoy what I do, and always make sure to have a good attitude by being friendly and outgoing. This establishment is a very laid back atmosphere, so depending on the restaurant I am at, I make sure to acclimate to my surroundings as best as possible. This is important to me to ensure that our guests are enjoying their time dining with us. I learned how important it is to really give each guest the proper attention to provide the best service. Which is why I always make sure to be up to date with drinks and the menu, as well as specials for the day, so our guests appreciate the service. Starting as a hostess, I worked my way up in the restaurant industry, which provided me skills to be a team player, and help the restaurant as much as I can. From sitting guests, to running food, as well as helping the bar if needed in between serving with my bartending experience. I would help out behind the bar whenever a shift needed to be covered, or if the bar was busy, and needed help.

#### **BARTENDER-Best Beverage Catering-San Diego, CA-2012-December 2015**

This is a company that offers to provide liquor service to different music festivals or special events when hired. Known as BBC, they set up beer tents to provide beer, alcohol, and water. I was referred to this company to help bartend these events which consisted of hard work and long hours. We have to make sure we are watching the guests that attend the shows to not serve someone too intoxicated as well as someone underage. We make basic alcoholic drinks, or specialty drinks depending on what we have to offer. These events range from one day events to two or three days. Most shifts were 15 hours, and constantly on your feet which helped enhance my bartending skills, as well as being comfortable with guests to follow the rules, and not over serve them.

#### **EDUCATION**

BACHELORS DEGREE-*California State University of Long Beach*

**MAJOR**

**JOURNALISM, EMPHASIS ON LITERATURE, AND A MINOR IN  
COMMUNICATION**