

Adrianna Dougherty

I am a great communicator, motivated to work hard, I follow directions well, and I am able to adjust efficiently and confidently in new situations.

San Diego, CA 92115

(951) 365 7708

adrianna

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EXPERIENCE

Pacific Catch West Coast Fish House, La Jolla, CA — Server

As server I was expected to be familiar and fluent with the menu, sourcing specifics, company history, procedures, and reward programs. I would assist 5-9 tables at a time, and support the expo and bar with their food and drink running.

La Cocina Mexican Bar & Grill, Temecula, CA

As a hostess and busser I would set and arrange seating, assist guests, run food, maintain front of restaurant organization and answer phone calls or take out orders.

Flemings Steak House and Wine bar, San Diego, CA

As a Hostess and busser I was responsible for knowing the layout of the restaurant, preparing tables, assisting guests, and seating all guests. I would acknowledge phone calls, make reservations, place take out orders, and answer any of our guests questions. In addition to maintaining general facility cleanliness.

Gourmet Italia, Temecula, CA Hostess/Server

As a server I would wait on 5-8 tables and as hostess of this fine dining establishment I was accountable for greeting, checking in, and seating all guests. I would manage phone calls, book reservations, place take out orders, and answer any guest questions.

GSA (Guest Service Attendant), Temecula, CA

At Rubios Seafood Grill, I assisted guests, took orders, served food, handled money, and maintained the restaurant's organization/cleanliness.

NeneBella Enterprises, Temecula, CA — Office Assistant

NeneBella Enterprises is a privately owned rental and livestock company. My main responsibilities were data input, filing and organizing. In addition, I helped write and proofread contracts and formats.

EDUCATION

San Diego State University, San Diego, CA — *Business Entrepreneurship* 2020 - 2022

SKILLS

Responsible

Outgoing

Quick Learner

Reliable

Positive

Team Player

Honest

Goal Oriented

Dependable

Projects

- Student Leadership (4 Years)
- Youth Ministry (2 Years)
- Administrative Experience (2 Years)
- Child & Elderly Care Provider (6 Years)
- Community Outreach Experience (2 Years)

References: Available upon request

San Diego Mesa College, San Diego, CA — *Business Management and Administration*

2018 - 2020

