

scribbles

Carla

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WORKS

6/3 10:00AM

OBJECTIVE

Seeking a position as a Server or Hostess/Cashier to apply strong skills and experience.

EXPERIENCE

Volunteer Work 9/99 to Present

Southern California Ragnar Relay, The Reserve/Richard & Donna O'Neill Conservancy, The Crossing Church, USA Masters Trackmeet, MHA, Newport Back Bay, Project Mexico, Calvary Newport Mesa

Server 10/99 to 6/10

Po' Folks, Buena Park CA

Checked patrons' identification to ensure that they meet minimum age requirements for consumption of alcoholic beverages. Collected payments from customers. Wrote patrons' food orders on order slips, memorized orders and enter orders into computers for transmittal to kitchen staff. Checked with customers to ensure that they were enjoying their meals and took action to correct any problems.

Banquet Captain 10/08 to 2/09

Food Team, Irvine CA

Supervise team members, set-up for banquets, performed all necessary clean-up procedures, served food and alcoholic beverages, greeted guests.

Customer Service/Cashier 12/05 to 5/06

Robinsons May, Westminster CA

Opened and closed cash register, reconciled cash drawer at start and finish of shift, handled credit, cash, gift card purchases, exchanges and customer complaints, managed incoming phone calls, attended dressing room, replaced and organized merchandise on racks and sales floor, provided excellent customer service, worked in a team environment.

Server 1/95 to 9/99

Spires Restaurant, Huntington Beach CA

Established customer as first priority, memorized menus and daily specials, recorded orders, demonstrated excellent coordination while carrying loaded trays, remained poised and tactful when dealing with difficult customers, extended customer service to customers in all stations, performed cleaning procedures to keep restaurant attractive, responded promptly to arrival of new customers and continued needs of seated customers.

Mom 5/90 to 12/95

Stay at home, Huntington beach CA

All duties of a mother raising a newborn until kindergarten.

Server 4/87 to 5/90

Coco's Restaurant, Huntington beach CA