

LM 11:00

8/24/12

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OBJECTIVE

For employment as a server for Acrobat Outsourcing

EXPERIENCE

May 2011-August 2012 Creative Events Calabasas, CA
Food Server

- Perform preparatory work for Dining Hall chefs, including preparing fruits and vegetables, cleaning appliances, and organizing kitchen at the beginning and end of each day
- Interact with hundreds of customers daily, serving breakfast, lunch, and dinner

April 2005-Present Starbucks Tarzana, CA
Barista./ Shift Supervisor

- Provides quality beverages, coffee, and food products consistently for all customers with legendary service
- Maintains a clean environment following health and safety codes for customers and former employees
- Knowledge of POS system and follows cash handling procedures
- Connecting with customers the knowledge of Starbucks' whole beans and products

Nov 2004-Jan 2008 Nava's Designs, Inc. Van Nuys, CA
Media Supervisor/ Customer Service Representative

- Update website using Macromedia and Photoshop
- Deliver excellent customer service to end-users by following-up on all order confirmations, return authorizations and maintaining orderly records
- Assist in putting together media plans concerning loyal and new accounts

EDUCATION

2009-Present CSU-Northridge Northridge, CA

- Standing Senior majoring in Communications

2007 Cosumnes River College Sacramento, CA

- Graduated with Associates Degree in General Education