

# Robert Smith

## Restaurant Worker/Technician

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Marshville Road, Alabama

### SUMMARY

Looking for part-time work in local area. Hoping to find part-time employment that will allow to balance obligations and schooling.

### SKILLS

Proficient Microsoft Office, Data Entry.

### WORK EXPERIENCE

#### Restaurant Worker/Technician

ABC Corporation - March 2014 - April 2014

- Served customers in eating places that specialized in fast service and inexpensive carry-out food.
- Accepted payment from customers, and made change as necessary.
- Requested and recorded customer orders, and computed bills using cash registers, multicounting machines, and pencil and paper.
- Cleaned and organized eating, service, and kitchen areas.
- Notified kitchen personnel of shortages and special orders.
- Communicated with customers regarding orders, comments, and complaints.
- Prepared and served cold drinks, frozen milk drinks and desserts, using drink-dispensing, milkshake machines.

#### Restaurant Worker

ABC Corporation - 2009 - 2014

- Customer Service answer the phone and take orders.
- Also, a little experience in delivery.
- Currently learning how to use a POS system.
- Flexibly in adjusting from positions preparing food, running oven, waiting on tables, bussing tables, and dishwasher.
- Prepare meat and vegetables for the day.
- Experience in handling and putting away stock..
- This is Dummy Description data, Replace with job description relevant to your current role.

### EDUCATION

Associates - June 2011(Tallahassee Community College)