

CURRICULUM VITAE

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APPLICATION FOR THE POST OF: WAITER

OBJECTIVE

Looking forward for an organization that offers a challenging, stimulating, learning environment to work in and provide scope for individual & organizations development, which offers attractive prospects for long term development and career growth.

EXPERIENCE

COMPANY : PEARL OF AFRICA HOTEL Cameroon

Position : Waiter

Year : 2 years.

COMPANY : CAFÉ JAVAS Cameroon

Position : Waiter

Year : 1 year.

Duties & Responsibilities

- Ability to learn the menu to answer questions and remember details regarding order.
- Delivering excellent customer service at all times.
- Making guest satisfaction a high priority.
- Ensuring cleanliness and organization of the restaurant, before and after duty.
- Perform responsibilities in accordance with all hotel standards, policies and procedures.
- Promptly serve all food and beverages to guest.
- Effectively used items in stock to decrease waste and profit loss.
- Receive cash or payment in any authorized modes from customers.
- Greeted patrons and answered questions regarding the menu.
- Took orders from customers.
- Helped kitchen staff in food and salad preparation.
- Removed plates and cleaned tables.
- Cleaned restaurant's premises before starting and after closing.
- Gave change when required.

- taking order from customers to the chief
- Working together with the chiefs to facilitate food readiness for the customers
- Make sure the kitchen is in good condition and in order for the attraction of customers
- Cleaning the kitchen tools after and before is been use

SUMMARY OF QUALIFICATION

- ❖ Ability to work in fast paced environments.
- ❖ In depth knowledge of customer services.
- ❖ Ability to create and maintain working relationships with other employees
- ❖ Resourceful team player and attentive at duty.
- ❖ Excellent Communication skills
- ❖ Always willing to learn and adapt very fast
- ❖ Self-motivated and ability to excel with minimum supervision

EDUCATION QUALIFICATION

- ❖ High School Certificate

LANGUAGE

- ❖ English, French

HOBBIES

- ♣ Travelling, Making new friends and reading books

CONCLUSION & DECLARATION

I here by certify that the above mentioned Statement is correct & true to the best of my knowledge & belief.