

# CURRICULUM VITAE

## PERSONAL INFORMATION

NAME : NYANGONO CRENSCENCE MELANIE  
MOBILE : +971524892438  
ADDRESS : HOR AL ANZ  
NATIONALITY : CAMEROONAIN  
STATUS : TOURIST VISA  
GENDER : FEMALE  
MARETAL STATUS : MARIED  
DATE OF BIRTH : 1991  
E-mail : nyangomelanie27@gmail.com



## WAITER

### PERSONAL SUMMARY:

A polite, well-spoken and hardworking waitress with experience of working in a busy restaurant environment looking after the needs of patrons. Attentively at all times with a willing and helpful manner that is required to answer phone calls, taking reservations and prepare bills. Always approachable, cheerful and possessing good observation skills as well as the ability to work alone or as part of a team. Keen to find a challenging position within an exciting employer where I will be able to continue to increase my work experience & develop my abilities.

### WORK EXPERIENCE.

#### AZAM HOTEL (Restaurant) DOUALA, CAMEROON

#### WAITRES- 2018 - 2020

Responsible for looking after guests and attending to their needs during their visit. Welcoming them to the restaurant, escorting them to their table and also informing them of any special offers or meals.

### DUTIES:

-- Providing a warm welcome for customers.

- Receive food & drink orders & serve customer requests to the standards required.
- Serving dishes to customers at tables.

- Learning the names of & building relationships with regular customers.
- Ensure timely delivery of all food & beverage items to customers.
- Understand menu content and keeping up to date with any menu changes.
- Making recommendations from the menu if requested.
- Answer guest queries in a polite and helpful manner.
- Clearing cutlery and dishes away from tables.
- Passing food orders through to the kitchen staff promptly.
- Ensuring all hotel corridors are kept clear from rubbish, glassware and crockery.
- Full product knowledge of all menu items and hotel facilities and services.

#### **KEY SKILLS AND COMPETENCIES:**

- Familiar with all cash handling & Credit card payment procedures.
- The motivation to learn new knowledge and skills.
- Good Housekeeping duties.
- Have a full knowledge of all food & beverage policies and procedures.

#### **EDUCATION AND PROFESSIONAL TRAININGS**

- Advance level certificate

#### **HOBBIES**

- Sports like handball.
- Educative discussions.
- Dancing and Singing

#### **COMPUTER SKILLS...**Internet Microsoft word

#### **LANGUAGES:**

- English, and French Language

#### **DECLARATION.**

I hereby declare the above furnished details are true to the best of my knowledge. REFERENCES – Available on request.