

# Sophie Dancer

## Waitress

+1 (555) 123-4567  
sophiedancer@email.com  
United States, Grand Rapids, 1482  
Ritter Avenue

### LANGUAGES

- Spanish (Advanced)

### HOBBIES

- Cooking
- Photography
- Swimming

### PROFESSIONAL SUMMARY

Results-oriented waitress with 5 years of experience delivering exceptional customer service in high-volume restaurant settings. Proven ability to thrive in fast-paced environments by efficiently managing tables, taking accurate orders, and ensuring timely food delivery. Possesses excellent communication and interpersonal skills, consistently earning positive feedback from customers.

### EXPERIENCE

2020 - Now

#### Waitress

Taste of Michigan  
United States, Grand  
Rapids, MI

- Efficiently managed tables, consistently delivering exceptional service to customers.
- Accurately recorded and input customer orders into the POS system.
- Collaborated with kitchen staff to ensure timely and accurate food delivery.
- Provided detailed menu explanations and upsold items, contributing to increased sales.
- Handled cash and credit transactions, processing payments accurately.

2019 - 2020

#### Waitress

Lakeside Grill  
United States, Kalamazoo,  
MI

- Delivered attentive and efficient service in a high-volume dining environment.
- Memorized daily specials and effectively promoted them to enhance sales.
- Managed multiple tables, prioritizing tasks to maintain a smooth service flow.
- Upsold menu items and promoted seasonal offerings to increase revenue.

### EDUCATION

2015 - 2019

#### High School Diploma

Grand Rapids High School  
United States, Grand Rapids, MI

### SKILLS

Serving/Clearing Tables



Cash Handling



Food Safety and Hygiene Protocols



Point of Sale (POS) Systems



Table Setting

