

BB

BRANDON BARDWELL

brandonbpcyt@gmail.com | (580) 374-8552

2204 N Van Buren Ave, Elk City, OK 73644

PROFESSIONAL SUMMARY

I am an advocate of happy customers no matter how many there may be I have a background of computer knowledge including but not limited to: Graphic Design, Hardware Solutions, Hardware Management, Software Navigation.

As well as Photography and Photo Editing for banners and advertisements.

SKILLS

- Customer service
- Customer engagement
- Product promotion
- Telephone etiquette
- Point of sale knowledge
- Communication
- Hospitality
- Food and kitchen safety
- Order delivery practices
- Cash handling
- Beverage preparation
- Stocking and replenishing
- Verbal and written communication
- Communication skills
- Table setting knowledge
- Food running
- Food preparation
- Teamwork and collaboration
- Point-of-sale transactions
- Ordering procedures
- Menu memorization

WORK HISTORY

Crew Member | Arby's - Elk City, OK

06/2018 - CURRENT

- Adhered to company safety standards, including Safety First and Sanitation procedures.
- Utilized all machinery and equipment while observing various safety precautions and practices.
- Monitored dining rooms for seating availability, service, safety and well-being of guests.
- Recorded temperature of food and food storage areas, including freezers and refrigerators.
- Weighed and labeled products.
- Stored food in designated containers and storage areas to increase shelf life and prevent spoilage.
- Relayed orders to bar and kitchen by quickly and accurately recording guest selections and keying them into the register.
- 4 years retail experience.
- Bussed, cleared, cleaned and set tables in quiet and efficient manner.
- 3 years stocking experience.
- Assisted in cashiering and Point of Sale (POS) system procedures during busy hours.
- Guided guests through menus while demonstrating thorough

knowledge of the food, beverages and ingredients.

- Maximized customer service by training staff, overseeing operations and resolving issues in a timely manner.
- Motivated and disciplined employees according to established requirements.
- Weighed, packaged and labeled meat and seafood products, following proper dating procedures.
- Lifted and maneuvered boxes weighing up to 50 pounds.

Carhop | Sonic - Elk City, OK

08/2017 - 02/2018

- Answered guest questions and promoted special products.
- Communicated with management and associates to set and exceed sales and customer satisfaction goals.
- Double-checked order accuracy and food quality consistently.
- Maintained customer service standards with over 400 customers daily.
- Maintained professionalism while dealing with high order volumes and quality assurance.

Cook | Sonic - Cordell, OK

03/2016 - 07/2017

- Prepared food items consistently and in compliance with recipes, portioning, cooking and waste control guidelines.
- Cooked and served food and meals in accordance with planned menus, diet plans, recipes, portions, temperature control procedures and facility policies.
- Ensured all staff understood expectations and parameters of kitchen goals and daily work.
- Achieved and exceeded performance, budget and team goals.
- Verified proper portion sizes and consistently attained high food quality standards.
- Maintained updated knowledge of local competition and restaurant industry trends.
- Labeled and stored all raw food ingredients including produce, meat, fish, poultry, dairy and dry goods in appropriate storage room, walk-in refrigerator, freezer or cooler.
- Inspected kitchens to observed food preparation quality and service, food appearance and cleanliness of production and service areas.
- Prepared healthy, delicious fish, meat and vegetable-based dishes.

EDUCATION

Hammon High School, Hammon, OK

2019

- Graduated with 3.5 GPA
- Elected Captain of Academic Team

Western Technology Center - Burns Flat, Burns Flat, OK

2019

MultiMedia Technology

Studied Graphic Design, Photography, Photo Correction

ACCOMPLISHMENTS

Designed multiple logos and flyers for semi-famous customers.

Created advertisements for small businesses.

CERTIFICATIONS

- SafeServ certification: Food Handling
- IC3 Digital Literacy Certification
- Certificate of Achievement: 1st place HTML & Web Page design, Class III
March 23, 2017
- Work keys Platinum work readiness certification