**BRANDON BARDWELL**

BB

[brandonbpcyt@gmail.com](mailto: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

**WORK HISTORY**

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

**Crew Member** | Arby's - Elk City, OK

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

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

**ACCOMPLISHMENTS**

Hammon High School, Hammon, OK Graduated with 3.5 GPA

Elected Captain of Academic Team

Western Technology Center - Burns Flat, Burns Flat, OK MultiMedia Technology

Studied Graphic Design, Photography, Photo Correction Designed multiple logos and flyers for semi-famous customers.

2019

2019

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