‍‍Hector Agudelo-Carmona

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Objective

* Hard working psychology undergraduate and junior web developer with proven organizational, analytical, and interpersonal skills seeking to apply my abilities to help achieve company goals and take on more responsibilities as quickly as possible.

Education

B.A in psychology | 2016 | hunter college

* Related courses:Social Psychology, Personality, Psychology of Women, Abnormal Psychology, Latino Communities in the U.S, personal Adjustment, and developmental psychology.

Full stack web deVeloping |2020 | rutgers university continuing education

* HTML, CSS/Bootstrap, JavaScript, jQuery, AJAX, basic Node.js.

Skills

* Fluent in Spanish and English.
* Proficient in Macintosh and Windows operating systems.
* General knowledge in Microsoft Office.
* Skilled on Internet research.
* Quick learner, adaptable, reliable, organized, responsible and patient.

Experience

server/captain | hao noodle and tea | 2016- 2020

* Help guest select food and beverages, suggests courses, explains the chef's specialties, identifies appropriate wines, and answers food preparation questions.
* Transmit orders to kitchen through knowledge of POS system, by recording guests' choices and identifying their special dietary needs/special requests.
* Obtain revenues by totaling charges, issuing bill, accepting payment, delivering bill and payment to host person, returning change or credit card and signature slip to guest.
* Stayed updated on all menu items, including the preparation and ingredients of all dishes.
* Set service expectations for all forward-facing staff and execute training program.
* Be responsible for supervision of assigned wait staff and training new hires in service standards, menu items, Revel point of sale system, and upselling.
* Maintain cleanliness/sanitation of service and kitchen work areas, related wares and equipment, assisting with inventory as required.
* Complete closing duties, including restocking items, supervising closing personal, collecting sale reports from other servers, writing daily reports, developing tips distribution spread sheets, turning off lights, locking the restaurant.
* Developing and distributing weekly schedules for the front of the house personal.
* Developing and sending to upper management weekly credit cards tips consolidations of every single front of the house employee.
* Work under pressure with a professional and positive attitude.

server | café argentino | 2010 - 2016

* Help guest select food and beverages, suggests courses, explains the chef's specialties, identifies appropriate wines, and answers food preparation questions.
* Prepare and serve drinks and/or food orders at the bar.
* Follow standards for identifying and managing intoxicated guests.
* Transmit orders to kitchen through knowledge of POS system, by recording guests' choices and identifying their special dietary needs/special requests.
* Able to ascertain a guest's satisfaction and handle any problems which may arise and informing a Manager of the problem and how it was resolved.
* Obtain revenues by totaling charges, issuing bill, accepting payment, delivering bill and payment to host person, returning change or credit card and signature slip to guest.
* Take incoming online orders through Seamless and Grub Hub, and placing those orders in the Point-of-Sale system.
* Take phone orders and take-out order calls.
* Taking phone reservations.
* Working with bussers when needed to maintain table setting by removing courses as completed, replenishing utensils, refilling water glasses, being alert to patron spills or other special needs.
* Stock service areas with supplies such as coffee, food, liquors, tableware, and linens.

guidance department internship | pan american international high school | 2013 -2014

* Assisted with students’ college applications.
* Helped students fill out financial aid applications.
* Assisted with students’ diploma requirements, class tracking, and class programming.
* Provided assistance in generating reports and data.
* Tracked students’ attendance.
* Assisted to counseling meetings with students, professors and school counselors.

server | pampas argentinas | 2007-2010

* Ensured proper table maintenance, including water service, pre-bussing, clearing plates between courses, and clearing table after meal was finished.
* Stayed updated on all menu items, including the preparation and ingredients of all dishes.
* Properly informed guests of all menu items and specials.
* Prepare and serve drinks and/or food orders at the bar.
* Transmitted orders to kitchen through knowledge of POS system, by recording guests' choices and identifying their special dietary needs/special requests.
* Issuing bill, accepting payment, delivering bill and payment to host person, returning change or credit card and signature slip to guest.
* Work under pressure with a professional and positive attitude.
* Stock service areas with supplies such as coffee, food, liquors, tableware, and linens.

**REFERENCES: AVAILABLE UPON REQUEST**