## 123 Bedford Avenue, New York, NY 12345 youremail@example.com (123) 456-7890

# Mina Sayed

#### **PROFILE**

Observant Busser with 4+ years of experience including, three years in a high-volume cafeteria setting. Committed to helping provide a clean, prompt, and pleasant dining experience for customers. Recent demonstrated success in a training role for new hires. Bilingual: Fluent in English and Mandarin.

#### PROFESSIONAL EXPERIENCE

## **Cafeteria Attendant**

FCD Dim Sum, New York, NY | August 2019 to Present

- Prepare booths, tables, and other dining areas for newly arrived customers
- Help train new hires on facility operations
- Won "Employee of the Month" twice for providing above-and-beyond support to servers during peak times and holidays
- Ranked #3 on a 38-person team for overall efficiency

## **Busser**

TMW Restaurant, Brooklyn, NY | Summer 2018 and 2019

- Cleared remaining place settings, and cleaned booths, tables, and floors after guests' departure
- Performed additional dining area cleaning and maintenance duties

## **Counter Attendant**

LCP Cinema, New York, NY | Summer 2017

 Gained early service experience preparing food and drink orders for customers at this large movie theater

#### **LANGUAGE**

## Fluency in Mandarin

#### **KEY SKILLS**

- Customer Service & Satisfaction
- Dining Area Preparation & Cleanup
- Dining Facility
  Maintenance
- Efficiency Improvement
- Food Safety & Sanitization
- Personnel Training
- Table Setting
- Task Prioritization
- Team Collaboration
- Time Management