

# ERIC SWANSON

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Organized, independent worker with strong time management skills. Detail-oriented and able to learn new tasks quickly and effectively. Outgoing server offering extensive knowledge of hospitality etiquette, food preparation, and superior customer service.

## EDUCATION

**JUNE 2015**

**HIGHSCHOOL DIPLOMA**

Somerville High School

**MAY 2021**

**INFORMATION SYSTEMS AND TECHNOLOGY MAJOR**

Raritan Valley Community College

## EXPERIENCE

**October 2016-March 2016**

**Assistant Manager**

**Bridgewater Yogurt- Bridgewater, NJ**

- Assisted guests in making menu choice in an informative and helpful fashion.
- Delivered exceptional service by greeting and serving customers in a timely, friendly manner.
- Managed closing duties including restocking and machine breakdowns.
- Accounted for all money at the end of the shift.
- Correctly calculated charges, issued bills, and collected payments.

**August 2015-May 2016**

**Server**

**Buffalo Wild Wings- Bridgewater, NJ**

- Appropriately suggested additional items to customers to increase restaurant sales.
- Answered questions about menu selections and made recommendations when requested
- Effectively communicated with the kitchen staff regarding customer allergies, dietary needs, and other special requests.

**September 2016-Current**

**Bartender/Server**

**Chimney Rock Inn- Martinsville, NJ**

- Trained new associates
- Maximized Table turns and rotated seating for optimal guest satisfaction
- Prepared mixed drinks, poured wine, beer, and nonalcoholic beverages.
- Ensured that alcoholic beverages were consumed safely and responsibly