

Job Title: Food Counter Attendant

NOC:6711

Objective:

Seeking a job as Food Counter Attendant in which my expertise, skills and dedication can help in the prosperity of the organization.

Personal Ability

- I am initiative for any kind of work
- I am a good team player
- I have a good skill to communicate (written and verbal)
- I am always client focused to gather the requirements of clients and the others as well
- I am able to organize the client requirement and work schedule through

HIGHLIGHTS OF QUALIFICATION

- Wide experience in food counters and menus.
- Profound knowledge of restaurant promotions and guidelines.
- Panoptic knowledge of cash handling methodologies.
- Thorough understanding of dish washing and dynamic culture
- Extreme ability to implement kitchen helping tasks
- Sound ability to perform bussing and restaurant specials

Professional Experience:

Food Counter Attendant

Nov 2021 – Present

Hotel Dhaka Times

Key Responsibilities:

- Taking orders from Customers
- Serving food to customers at counters or buffet tables.
- Warping food for parcels
- Prepare, heat and finish simple food
- Dish Cleaning

English Proficiency

IELTS

- **CLB 6**

EDUCATION

- **Bachelor on Computer Science and Engineering** 2017
Northern University Bangladesh
- **Higher Secondary School Certificate** 2011
Ideal College Dhanmondi Dhaka
- **Secondary School Certificate** 2009
Government Laboratory High School

Computer and Technology Knowledge

- **MS Windows**
Windows 7,8,10,11
- **Presentation software**
MS Power Point
- **MS Office**
MS Word, Power Point, MS Excel
Microsoft Office LTSC Professional Plus 2021

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