

# De`Shannca T. Chatman

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1000 Riverbend Dr Lancaster Tx, 75146 | 318-210-2463 | shanchatman23@yahoo.com

## Objective

To obtain a position as team worker in a people-oriented organization where I can maximize my customer-service skill and experience in a challenging environment. I'm highly motivated, productive, and a customer-focused team worker with strong communication, interpersonal, and problem-solving skills.

## Education

Medical Office Assistant | May 2016 | McCann Business Technology School

Certification in Culinary Art | April 2013 | Shreveport Job Corp Center

High School Diploma | August 2013 | James Madison High School

## Experience

**Dining Service Wait Staff** | Eagle Trace Retirement Community | November 2017- July 2018

- Maintained a clean and organized dining room for guests.
- Assisted servers in serving food and beverages
- Collected and delivered dishes to the kitchen
- Reset tables to make sure they are ready for the next guests
- Ordered and maintained inventory of bar products, including alcohol, soft drinks, and supplies to ensure high volume of daily and weekly sales.
- Created a welcoming environment for visiting guests, providing a memorable dining experience.

**Home Health Aide** | A & C Health Services | March 2018 – July 2018

- Provide health care services in patient's residences
- Perform domestic and household tasks
- Transport and accompany patients to doctor's office or to hospital
- Administer simple prescribed medications

**Food Service Specialist** | Northwestern Louisiana Veterans Home | June 2017- October 2017

- Recorded food temperature and restocked
- Prepared three square meals for approximately two hundred people daily in an organized dining facility
- Monitored food temperatures to maintain safety always
- Set up the line to serve the residents, make sure they have the ticket and order
- Clean kitchen and line, also dishwasher

## Skills & Abilities

Customer Service (3 years), Mental Health (2 years) Server (3 years) Cashier (2 years)

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## References

**1. Shomnique Williams**

(318) 990-6937

**2. Letrell Johnson**

(318) 834-8691

**3. Courtney Johnson**

(832) 563-3079

**4. Janice Terrell**

(318) 344-8002

**5. Kenneth Campbell**

(318) 990-3155

**6. Stephanie Reddix**

(832) 902-1377

**Shreveport Job Corp Center**

2815 Lillian St, Shreveport, LA 71109

Phone : (318) 227-9331

**Rosenberg CMHC**

2200 FM 1092 Suite A/B

Missouri City, TX 77459

Phone: (832) 539-6153

**Northwestern Louisiana Veteran Home**

3130 Arthur Ray Teague Parkway, Bossier City, LA 71112

Phone: (318) 741-2763

**Eagle's Trace Retirement Community**

14703 Eagle Vista Drive, Houston, TX 77077

Phone: (281) 496-7676

**A & C Health**

10101 Fondren Rd # 220A, Houston, TX 77096

Phone: (713) 771-8570

