**Jadin** **Wilkening**

jadinwilkening@gmail.com | (719)-337-2933   
Lynchburg, VA 24501

**Summary**

Skilled professional offering expertise in order taking, money handling and product promotion. Greets guests with genuine smile, builds rapport and promotes enjoyable dining experience. Maintains thorough knowledge of menu to make recommendations.

**Skills**

|  |  |
| --- | --- |
| * Outgoing Personality * Food Service * Health codes compliance * Food Running | * Point of sale systems * Customer Service * Table Setting * Beverage Preparation |

**Experience**

**Server**

Buffalo Wild Wings | Lynchburg, VA | Dec 2018-Current

* Handled money transactions accurately while following company procedures for handling cash payments.
* Checked with customers to determine satisfaction with meals, promptly taking action to correct problems.
* Developed rapport with guests and assisted in generating repeat business by providing exceptional customer service.

**Cinema Attendant**

City Base Cinema | Cincinnati, OH | Sep 2021-Mar 2022

* Provided exceptional service to high volume of daily customers.
* Explained menu options to guests, offered suggestions and took orders for food and beverages.
* Operated cash register efficiently and accurately, processed payments by cash, check, credit card, gift card or automatic debit.

**Server**

Bubba's 33 | Colorado Springs, CO | Jul 2019-Sep 2021

* Informed customers of daily specials and signature menu items.
* Assisted in the preparation of alcoholic drinks, ensuring compliance with all laws and regulations.
* Operated point-of-sale systems to process payments, open tabs, issue credits and refunds, and close out transactions accurately.

**Education and Training**

Randolph College | | Lynchburg, VA | May 2024