

## **CONFIDENTIAL RESUME**

**John O'Connor**  
**131 Rue Grand Drive**  
**Lake St. Louis, Missouri 63367**  
**636-293-9071**  
**JTOC1121@gmail.com**

**Career objective** – Self-motivated, Independent Individual with experience providing excellent customer service in a professional manner with the passion to learn and support new technologies on an ever-changing basis seeks a position with a company, where my experience will provide measurable results and achievements.

### **Professional Experience**

**Bartender/Server**  
**April 2012 – present**  
**Lake Forest Country Club**  
**300 Yard Drive, Lake Saint Louis, Mo. 63367**

### **Responsibilities –**

Provide quality customer service in a private, upscale country club. Ability to work quickly and efficiently with good judgement, problem solving and interpersonal skills. Exceptional ability to communicate both verbally and written with the aptitude to listen actively without interruption. Greet members by name as they arrive, remembering and immediately serving his/her food and drink preference. Skilled and able to multi-task and serve more than one group at a time and handle multiple tasks with ease. Ability to work efficiently in fast paced atmosphere. Provide courteous service and handle any problems that may arise with a calm and professional demeanor. Assist in setting up for banquets and private parties by following diagrams and specific measurements, paying attention to detail, while working under pressure. Possess the skills to thrive both independently and within a team environment with little supervision.

### **Prior Experience-**

**Server/busser**  
**April 2008—September 2014**  
**Lake Saint Louis Community Association Clubhouse/Restaurant**  
**100 Cognac Ct.**  
**Lake Saint Louis, Mo. 63367**

### **Responsibilities-**

Obtained work permit at age 15. Required to maintain 3.5 GPA in high school. Worked as busser and became server at age 16. Responsible for waiting on and handling/serving all food items. Ensure the cleanliness of dining area and food items before serving. Work in coordination with other departments to ensure customers receive quality service and satisfaction.

### **Education-**

**\*Graduated 2011**

**Wentzville Holt High School**

**#1 Campus Drive**

**Wentzville, Mo. 63385**

**\*January 2017 – May 2017**

**Saint Charles Community College**

**4601 Mid Rivers Mall Drive**

**Cottleville, Mo. 63303**

**\*Graduated 2018**

**Launch code Lc101**

**3221 McKelvey Road Bridgeton**

**St Louis, Mo. 63044**

**\*Currently Enrolled**

**Launch code Lift-off**

**4811 Delmar Blvd**

**St Louis, Mo. 63108**

### **References-**

**Business and personal references available upon request**