

Maria.S.Soares

Mobile No : 5512578259
E-Mail Id : mariasoares20121986@gmail.com
Address : 16 Lee Street Apt #4B Edison 08817.New Jersey

Objective:

To be associated with a progressive organization which provides me with challenging tasks and opportunities to sharpen my abilities, and add to my current knowledge domain so that I can use my talent and skills fully in the interest of the company.

Skills:

Manage server team of 12+ people. Skillfully anticipate and address guests' service needs.

Work Experience:

- 1) Worked with :Dhoom Restaurant**
- 2) Designation :Hostess**
Duration :May 2016 – Oct 2016

Job Role:

- Greet guests as they arrive at the facility and take them to their seats.
- Provide menu and explain specials.
- Schedule dining reservations for guests in advance and as they arrive at the restaurant.
- Direct and instruct the dining personnel on customer needs to ensure customers receive fast and quality service from the moment they arrive.
- Inspecting and maintaining the dining facilities.

- 2) Worked with : Royal Albert's Palace**
Designation : Banquet Hall In-charge
Duration : Oct 2016 - Sept 2019

Job Role:

- Routinely change table linens and set up table settings.
- Promptly served all food courses and alcoholic beverages to guests.
- Effectively communicated with kitchen staff regarding customer allergies dietary needs and other special requests.
- Regularly checked on guests to ensure satisfaction with each food course and beverages.
- Consistently adhere to quality expectations and standards.

- 3) Currently working with : Amazon FC(Fulfillment Center)**
Designation : Associate Ambassador
Duration : Sept 2019 Till date

Job Role:

- Work with outbound team lead and managers to determine appropriate level of support for entry level associates.
- Collaborate with team lead and floor managers to monitor progress of tier one associates and adjust instructional strategies to meet specific needs more efficiently.

- Create, collect and record data on associate progress to determine next steps for student success.
- Work safely around moving machinery.
- Process incoming shipment upon package receipt by scanning boxes and envelopes to update the system.

Academics:

Sr.No.	Degree	Institute	Year Of Passing	Class
1	H.S.C.	SNDT Womens University	2008	Passed
2	S.S.C.	St.Joseph's High School	2003	Passed

Personal Details:

Date of Birth : 20th Dec, 1986.
 Sex : Female
 Nationality : Indian
 Marital Status : Married
 Languages Known : English, Hindi, Marathi and Konkani.
 Hobbies : Watching Movies, Listening Music, Travel.

Maria.S.Soures