

*Outgoing, service-oriented professional server with 7 years of experience in high-volume food service environments. Managing up to 20 guests across up to 5 tables, my experience includes casual and fine dining. Skilled in wine pairing and dining etiquette. Willing to relocate and keen to join a Michelin Star establishment, my goal is exceptional customer experience every time.*

## Personal

- Address**  
38792 Rainier Avenue, Rainier Beach, Seattle  
98118 Washington, WA
- Phone number**  
(206) 567-8000
- Email**  
example.resumes@cvmaker.com

## Work experience

**Fine Dining Server** Apr 2017 - Present  
The Capital Grille, Seattle, WA

- Escorting guests to tables
- Providing menus and wine list
- Taking drinks orders to the bar
- Serving breadbaskets
- Advising guests of menu specials
- Taking meal orders and making recommendations
- Wine pairing suggestions
- Serving drinks orders
- Liaising with kitchen staff
- Providing guest feedback on orders
- Serving meals in correct order
- Expediently resolving food related issues
- Processing orders on point of sale system
- Checking bills for accuracy
- Delivering guest payment receipts
- Providing excellent customer service
- Ensuring perfect end to end fine dining experience
- Collaborating with the maître d throughout service
- Guiding bussers on table settings throughout service

**Server** Jun 2015 - Mar 2017  
Jude's Old Town, Rainier Beach, WA

- Taking drinks orders and discussing menu
- Serving drinks and food orders
- Clearing and setting tables
- Polishing table silverware and glasses
- Filling salt, pepper and condiment containers
- Folding serviettes and ensuring a constant supply
- Sweeping dining area between table sittings
- Moving tables and chairs to accommodate bookings

## Certifications

**Introductory Sommelier** Mar 2020 - Sep 2020  
Court of Master Sommeliers Americas, Online

**Dining Etiquette** Jun 2019 - Sep 2019  
Emily Post Institute, Online

## Skills

POS software	● ● ● ● ●
Customer service	● ● ● ● ●
Active listening	● ● ● ● ●
Interpersonal skills	● ● ● ● ●
Problem solving	● ● ● ● ●
Wine pairing	● ● ● ● ●

## References

**Anna Carter**  
(206) 345-0000  
anna@sample.com

The Capital Grille

**Ray Brown**  
(206) 900-0000  
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Jude's Old Town