

Waiter Resume with Work Experience

Michael Anderson

456 Oak Avenue

Portland, OR 97201

michael.anderson@example.com

(987) 654-3210

Objective

Dedicated and experienced waiter with over three years in the hospitality industry. Proven ability to deliver exceptional customer service, handle high-pressure environments, and ensure a pleasant dining experience for all guests. Seeking a position at [Hotel Name] to contribute to the team with my skills and dedication.

Education

High School Diploma

Portland High School, Portland, OR

Graduated: June 2020

Skills

- Exceptional communication and interpersonal skills
- Strong attention to detail
- Ability to multitask in a fast-paced environment
- Knowledge of food safety and hygiene practices
- Team-oriented with a positive attitude
- Proficiency in using point-of-sale (POS) systems
- Ability to handle and resolve customer complaints efficiently
- Experience in upselling food and beverage items

Experience

Waiter

Portland Bistro, Portland, OR

June 2021 – Present

- Greet and seat guests, present menus, and take accurate food and beverage orders
- Deliver orders promptly and ensure food is served at the correct temperature
- Monitor tables to ensure guests have a pleasant dining experience
- Handle guest complaints with professionalism and seek to resolve issues promptly
- Assist in training new staff members and guide them in proper service protocols
- Collaborate with kitchen staff to ensure timely and accurate order delivery
- Maintain cleanliness and organization of the dining area and service stations

Waiter

Seafood Delight, Portland, OR

June 2019 – May 2021

- Provided attentive and friendly service to guests in a busy seafood restaurant
- Assisted with menu recommendations and upsold specials and beverages
- Ensured compliance with health and safety regulations
- Managed cash transactions and balanced the register at the end of shifts
- Worked efficiently as part of a team to maintain a smooth flow of service
- Participated in setup and breakdown of dining areas for special events

Activities & Interests

- Active member of Portland Hospitality Professionals Association
- Volunteer at Portland Food Bank
- Passion for culinary arts and food service

References

Available upon request.