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## Cafe Supervisor Resume

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### Job Objective

To secure Cafe Supervisor in a reputed organization as a supervisor where my abilities and education will be utilized to the fullest.

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### Highlights of Qualifications:

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- Vast experience in restaurant management and supervising a café staff
  - Profound knowledge of food service sanitation guidelines
  - Sound knowledge of food and equipment procurement procedures
  - In-depth knowledge of tableside service and specialized tableside preparations
  - Excellent organizational, communication and interpersonal skills
  - Uncommon ability to organize and manage the production of catered events
  - Immense ability to establish and maintain positive working relationships with associates and vendors
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### Professional Experience:

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Cafe Supervisor, August 2005 to till date  
Wellbridge, Inc., Denver, CO

- Increased sales and exceptional customer service through effective Service Management.
- Coached and mentored, to ensure that staff understood all policies, programs and standards.
- Reviewed efficiency and performance of cafe team members.
- Assisted with cash handling methods.
- Maintained, monitored and enforced excellent customer service standards for entire cafe staff.

Cafe Supervisor, June 2002 to July 2005  
Sodexo, Denver, CO

- Supervised café associates and provided coaching and training as needed.
  - Managed daily café finances: reconciled cash drawers, ensured sufficient cash levels, handled bank deposits and obtained change as needed.
  - Developed menus that increased customer traffic while maintaining cost efficiency.
  - Ensured that menu specifications and service standards are followed.
  - Implemented marketing strategies to increase café and catering business.
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### Education:

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Bachelor's Degree in Restaurant Management, Oral Roberts University, Tulsa, OK

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