
Counter Attendant Resume

Job Objective

Seeking a position as Counter Attendant where I can utilize my knowledge and experience in reputed organization.

Summary of Qualifications:

- Admirable experience in serving food and beverages
 - Exceptional understanding of food and beverage services
 - Amazing ability to maintain physical strength and mental stability
 - Ability to deal with guests, management and other staff in effective manner
 - Ability to obtain a valid Health Card and Alcohol Awareness Card
 - Proficient in communication in both written and oral forms
 - Thorough interpersonal skills
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Work Experience:

Counter Attendant, August 2005 to till date
Luby's, Inc., Durango, CO

- Provided food and beverage service in multiple outlets.
- Responded to questions of owners and guests about menu items.
- Took orders promptly and cheerfully and ensured its quick delivery.
- Served food to the owners and guests as ordered.
- Adhered to strict service standards and followed established service sequences.
- Maintained cash bank and ensured all funds were correctly accounted for.

Counter Attendant, May 2000 to July 2005
Western Sizzlin, Durango, CO

- Assisted in scrubbing and polishing counters, cleaned tables and other equipment.
 - Served meal and beverages to customers.
 - Assisted in refilling foods at serving counters.
 - Took customer's orders and wrote ordered items on tickets.
 - Returned ticket stubs to consumers when required.
 - Prepared foods such as toppings using standard formulae or followed directions.
 - Assisted in wrapping menu items such as funnel-cakes, fried Oreos and fried cheesecake for serving.
 - Prepared bills and collected payments.
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Education:

High School Diploma, Loma Linda University, California, CA

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