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# DINING ROOM ASSISTANT RESUME

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## Objective:

To obtain a Dining Room Assistant position which will challenge me and help the organization continue to be successful.

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## Summary of Skills:

- Certified Dining Room Assistant with experience in hospitality management
  - Ability to handle resident complaints and to be able to solve problems that arise
  - Amazing ability to provide water and bread throughout the meal to the guest
  - Ability to provide quick and attentive assistance to any mishap in the restaurant
  - Good capability of keeping work area neat and clean
  - Familiarity with all property amenities and other outlets
  - Remarkable ability to assist the Server with any guest needs
  - Strong attention to detail and the ability to handle multiple tasks
  - Ability to work with management staff and other employees in a professional manner
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## Work Experience:

Dining Room Assistant, August 2005 to till date  
Destination Hotels & Resorts, McLean, VA

- Fulfilled and followed the rules as found in the Concord Hospitality Handbooks.
- Assisted servers as was possible and advised guest needs.
- Assisted with food running to buffet area.
- Maintained aggressive hospitality at all times.
- Assured prompt and efficient service according to dining room standards.
- Carried out all reasonable requests by management.
- Organized and restocked service stations.

Dining Room Assistant, May 2000 to July 2005  
Omni Hotels, McLean, VA

- Provided water and bread throughout the meal to the guest.
  - Managed all aspects of employment that included interviews and hiring.
  - Scheduled and coordinated work assignments.
  - Evaluated work assignments and performance.
  - Ensured all Dining Room areas were appropriately set up, cleaned, sufficiently supplied and equipped.
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## Education:

Associate Degree in Food Service, El Paso Community College, El Paso, TX

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