

# ROBERT SMITH

## Counter Associate

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Looking for a career opportunity to gain more knowledge about the food industry, as well as obtaining more skills as a professional Counter Associate.

## EXPERIENCE

### Counter Associate

#### ABC Corporation - FEBRUARY 2013 - JUNE 2013

- Greeted customers and took their orders.
- Restocked boxes and pastries every now and then.
- Filled up pastries when the order was taken.
- Lifted up heavy objects at least around 30 lbs.
- Dusted and cleaned windows, cases, and tables.
- Answered phone calls, ranging from simple questions to pick up orders.
- Brewed coffees and made Cappuccinos, Lattes, and Espressos. Learned how to handle cashiers.

### Counter Associate

#### Delta Corporation - 2010 - 2013

- Handled heavy phones to expedite the busy breakfast and lunchtimes Assisted Owner in daily specials planning Prepared orders in a quick-paced.
- Closed the department Maintained cleanliness Filled the cases.
- prepared orders, baked bread, wait on customers, general housekeeping, replaced inventory, and stock.
- Operate cash register, mechanical skills.
- Learning about artisan cheese, wine, charcuterie, bread & accompaniments, and passing knowledge along to our customers in an approachable way.
- In addition to general counter service, responsibilities include preparing gourmet sandwiches, artisan catering trays, and gift baskets, among others.
- Took guests orders and prepared meals.

## EDUCATION

- Diploma in Hospitality - 2012(William Paterson University - Wayne, NJ)

## **SKILLS**

Special Orders, Inventory Management, Inventory Control.