

MIA TAYLOR

Hospitality Assistant

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🌐 www.qwikresume.com



PROFESSIONAL SUMMARY

Enthusiastic Hospitality Assistant with 2 years of experience dedicated to delivering exceptional service in fast-paced environments. Proficient in food preparation, sanitation standards, and customer interaction. Eager to contribute to a dynamic team while enhancing guest experiences and operational efficiency.

WORK EXPERIENCE

Hospitality Assistant

Seaside Innovations

📅 Mar / 2024-Ongoing
📍 Santa Monica, CA

- 1. Promptly addressed and resolved guest complaints to ensure satisfaction.
- 2. Accurately recorded and repeated back customer orders to minimize errors.
- 3. Maintained high sanitation, health, and safety standards across all work areas.
- 4. Prepared and served food items according to established guidelines while multitasking various orders.
- 5. Guided clients and caregivers on dietary recommendations for balanced meals.
- 6. Assisted guests with special requests, enhancing their overall experience.
- 7. Collaborated with team members to ensure efficient service delivery during peak hours.

Hospitality Assistant

Crescent Moon Design

📅 Mar / 2023-Mar / 2024
📍 Portland, OR

- 1. Welcomed guests and provided information about services and amenities.
- 2. Responded to inquiries and directed guests to appropriate resources.
- 3. Served food and beverages in lounges, ensuring timely delivery.
- 4. Supported dining room setups for events and guest meals.
- 5. Assisted in activities for residents in specialized care units.
- 6. Ensured cleanliness and organization of facilities, including guest rooms and public areas.

EDUCATION

Associate of Science in Hospitality Management

Culinary Institute of America

📅 Mar / 2022-Mar / 2023
📍 Portland, OR

Focused on hospitality operations, food service management, and customer service excellence.

SKILLS



ACHIEVEMENTS

- 🌟 Improved customer satisfaction scores by 20% through attentive service.
- 🌟 Recognized for maintaining a 100% compliance rate in health and safety inspections.
- 🌟 Successfully trained new staff on food safety and customer service protocols.