

# ROBERT SMITH

## Restaurant Cashier

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As a Restaurant Cashier, responsible for Collaborating with the dining room, service, and kitchen staff to keep track of all orders, monetary situations and charges, etc,.

## EXPERIENCE

### Restaurant Cashier

#### ABC Corporation - NOVEMBER 2013 - APRIL 2015

- Received and answered domestic emails.
- Coordinated food production and service.
- Prepared, assembled, and packaged food and beverages to ensure speed and accuracy of customer orders.
- Maintained proper attire to represent the company.
- Prepared customers orders in a timely and efficient manner.
- Completed all assigned duties. Responsible for maintaining a clean work environment.
- Processed transactions, answered phones, maintained a restaurant, assisted customers, provided excellent customer service.

### Restaurant Cashier

#### Delta Corporation - 2017 - 2018

- Ran a small ice cream stand by proper cash handling (Micros system), food handling, stocking, and cleaning o Provided training to new cashiers.
- Responsible for picking up, reconciling, and returning cash bank.
- Ensured accurate deposits are accounted for through the Satellite Bank.
- Offered additional service to ensure a satisfactory experience.
- Assisted with initial guest complaints and informs the manager on duty immediately.
- Conducted regular inventories and recommends product orders to the Manager on Duty.
- Maintained familiarity with all menu items and specials.

## EDUCATION

- High School Diploma

## **SKILLS**

Management Skills, Leadership Skills, Customer Service.