

# ROBERT SMITH

## Restaurant Cashier

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

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### SUMMARY

As a Restaurant Cashier responsible for greeting and seating guests and checking the guests out at the completion of their meal. Highly accountable with good communication skills and able to thrive in a high paced environment.

### CORE COMPETENCIES

MS Office, Customer Service, Management Skills, Leadership Skills.

### PROFESSIONAL EXPERIENCE

#### Restaurant Cashier

**ABC Corporation - October 2011 – May 2012**

##### Key Deliverables:

- Responsible for cash and credit card transactions.
- Able to compute mathematical calculations.
- Able to input and access information into the point-of-sale system.
- Able to prioritize, organize, and follow up.
- Able to maintain concentration and think clearly in a noisy environment with high pedestrian traffic.
- Assisted the Wait Staff with various tasks.
- Developed and assisted in the training of cash handling personnel.

#### Restaurant Cashier

**Delta Corporation - 2014 – 2015**

##### Key Deliverables:

- Maintained high standards of customer service during high-volume, fast-paced operations.
- Followed procedures for safe food preparation, assembly.
- Ensured proper set up of the entire restaurant including line, catering, and prep area.
- Ensured all food and beverage products are prepared according to specifications at all times.
- Assisted with inventory, control and management procedures, quality control projects, and physical inventories.
- Met and greeted customers, while taking their orders.
- Performed other duties not directly related to sales and customer service, such as mopping floors, taking out the trash, and other custodial tasks.

### EDUCATION

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Nursing - (University of Memphis - Memphis, TN)

