

Robert Smith

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Assistant Valet Parking Attendant

SUMMARY

Motivated, charismatic young professional with a successful track record of mastering administrative and logistical tasks. Able to quickly develop an understanding of process and procedure and identify opportunities for improvement.

SKILLS

Customer Service, Hospitality Skills, Bi-lingual, Drive Stick Shift, Automatic, And High-End Vehicles.

WORK EXPERIENCE

Assistant Valet Parking Attendant

ABC Corporation - February 2009 – November 2012

- Park and retrieve automobiles for customers in parking lots, storage garages, or new car lots.
- Issue ticket stubs to vehicles or customers that arrive and place the numbered ticket in their windshield.
- Offer customer valet service, or inform customer self-parking is available.
- Inspect the vehicle in order to detect any damages, receive numbered tickets from waiting patrons.
- Calculate parking charges, and collect fees from the customer, locate the vehicle, and deliver, or provide the customer with instructions for locating the vehicle.
- Ability to drive a manual, automatic, and high-end vehicle.
- Park and retrieve automobiles for customers in parking lots, storage garages, or new car lots.

Valet Parking Attendant

ABC Corporation - 2008 – 2009

- Parked cars, trucks, motorcycles, then retrieved them when the patrons were ready to leave.
- If I wasn't parking a car I would open the door for the person on the passenger side and if necessary help that person out of the car.
- It would also give directions to patrons if they were new in town.
- Made patrons feel important, complimenting a woman about her dress, or hairstyle.
- When retrieving a car, not parking it in a puddle, or too close to the curb Skills Used Safety, retrieving a car with no scratches, or dents.
- Not making a mess inside the car by sitting in it and smoking or playing with the radio, or eating a little snake.
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

Diploma in General studies - 1985(Hollywood High School - Hollywood, CA)