**POSITION: WAITRESS**

**CAREER OBJECTIVE**

Seeking a Suitable post with your esteemed organization where my skills and

Experiences can be utilized for the mutual benefit and I can enhance my knowledge and

Experience, thereby.

**WORKING EXPERIENCE**

**2012-2013 INTER TROPICS HOTEL UGANDA**

**2013-2015 SSF CATERING SERVICES UGANDA**

**RESPONSIBILITIES:**

**DUTIES & RESPONSIBILITY**

* Welcoming the guest to the Hotel
* Escort guest to the reserved table
* Explaining the menu to the guest
* Ensure specific event activities are coordinated to maintain productivity quality service
* Creativity and guest satisfaction
* Handle suggestions and complains by guest and ensure they are dealt with promptly and efficiently
* Guides team to ensure maximization of productivity during the event
* Actively participate in various trainings
* Keep abreast of evolving market trends
* Maintain effective communication though email and phone calls on the activities with other operating departments within

**EDUCATIONAL QUALIFICATION**

Diploma in catering services

Higher secondary school certificate

**COMPUTER SKILLS:**

Knowledge of Microsoft office packages, Internet, web browsing, and E-mail technologies

 **OTHER SKILLS**

* High level of integrity
* Good leadership and managerial skills
* People management and team building skills
* Good communication skills
* Organizational and planning skills
* Good presentation and negotiation skill

**PERSONAL INFORMATION**

Date of Birth : 28,08,1987

Nationality : Ugandan

Gender : female

Marital Status : Single

Languages Known : Good English

**HOBBIES AND INTERESTS**;

Travelling

Making friends

Reading extensively

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**Gulfjobseeker.com CV No:** **1463568**