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**DESIRED POSITION: Waiter**

**OBJECTIVE**

 Seeking a position in a reputed hotel/restaurant establishment as a waiter, where my acquired skills, and experiences could be utilized to carry out assigned tasks and duties effectively and efficiently to improve on the current services offered to customers.

**WORK EXPERIE**

**ayaba hotel limbe Cameroon January2013 – July 2015**

**Position: Waiter**

**Job Responsibilities**

* Greeting guests coming to the restaurant
* Responsible for receiving, greeting and sitting of guests.
* Responsible for taking guest order for food and beverage and serving them.
* Attend to guest upon request
* Offer the guest bill, when asked by the guest.
* Seeing off the guest and telling them to visit again
* Stock service areas with supplies such as food, tableware, and linens.
* Rearranging of the guest table when required.

**huntala Hotel, Bamenda, Cameroon April 2012 – January 2013**

 **Position: Waiter**

**Job Responsibilities:**

* Greet customers/guests entering the establishment
* Present menus to guests and answer questions about menu items, making recommendations upon request.
* Take orders from clients for consumables.
* Inform customers of daily specials.
* Satisfactorily answer clients queries regarding services offered.
* Write food orders on order slips and transmit to kitchen staff.
* Check with customers to ensure that they are enjoying their meals and take appropriate action to correct any problems.

**EDUCATIONAL QUALIFICATION**

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|  **year** |  **school** |  **Certificate obtained** |
| 2012 | City college of commerce (ccc) mankon | G.C.E Advanced level. Including marketing(A grade) and Business Management(B grade) |
| 2010 | City college of commerce (ccc) mankon | G.C.E Ordinary Level.  |

**SKILLS**

* Strongly believe in teamwork
* Excellent interpersonal and communication skills
* Good Analytical and Problem solving skills
* Good personality, attitude and character
* Tenacious and Adaptable to various work environment

**COMPUTER KNOWLEDGE:** *Internet, MS Words*

**HOBBIES:***Reading, Singing, Traveling, Sport*

**SKILLS AND COMPETENCIES**

* Strongly believe on teamwork
* Excellent interpersonal and communication skills
* Good Analytical and Problem solving skills
* Good personality, attitude and character
* Tenacious and Adaptable to various work environment