**CURRICULUM VITAE**

**SIAGUEN**

Email: siaguen.381017@2freemail.com

**OBJECTIVE**

To excel in a position by applying my professional experience and strive towards fulfilling the responsibilities assigned to me. I can perform well in my fields, and I assure to uphold your quality standards, policies and procedure.

**STRENGTHS**

* Ability to work effectively under time pressure and for long and extended hours
* Ability to multitask
* Diligence and dedication to work
* A good memory and an eye for details
* Ability to understand different kinds of people
* A keen observer
* Great sensitivity to the needs of others
* A friendly, cheerful, and polite attitude
* A strong passion to ensure customer satisfaction

**EXPERIENCE**

2 years working experience in Elena Hotel in Cameroon

*Responsibilities*

* Greet and escort customers to their tables
* Present menu and provide detailed information when asked (e.g. about portions, ingredients or potential food allergies)
* Prepare tables by setting up linens, silverware and glasses
* Inform customers about the day’s specials
* Up-sell additional products when appropriate
* Communicate order details to the Kitchen Staff
* Serve food and drink orders
* Carry dirty plates, glasses and silverware to kitchen for cleaning
* Follow all relevant health department regulations
* Provide excellent customer service to guests

**EDUCATIONAL QUALIFICATIONS**

* 2017 bachelor’s degree in law
* 2014 Cameroon GCE advanced level
* 2013 Cameroon GCE ordinary level

**HOBBIES**

* Enjoy and is good at sporting activities like listening to good music, reading, dancing and cinema.
* Very friendly, flexible, charismatic.

**PERSONAL DATA**

Nationality : Cameroonian

Marital status: Single

Religion : Christian

Language : English and French