**Curriculum Vitae**

**SHALUWAH**

KAMPALA, UGANDA

Nationality: Ugandan

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#### PERSONAL DETAILS:

Nationality : Ugandan

Date of Birth : 03/12/1992

Sex : Female

Marital Status : Married

Visa Status : Visit visa

**CAREER OBJECTIVE**

To work and grow in a dynamic organization that operates in a challenging and enabling environment. I enjoy a great sense of satisfaction and achievement when contributing positively to the success and growth of any enterprise.

**INDIVIDUAL ABILITIES**

* Having a friendly & professional manner.
* Calm, efficient and organized.
* Friendly disposition with clear spoken English.
* The motivation to learn new knowledge and skills.
* Have a full knowledge of all food & beverage policies and procedures.
* Hard working self-motivated team player.
* Maintains and observes honesty and loyalty
* Punctual, focused and dedicated person

**WORK EXPERIENCE**

**Company: Sheraton Hotel Kampala Uganda**

**Position : Waitress**

**From : 05th-May-2015  05th-May-2017**

 **Responsibilities**

* Check customers’ IDs to ensure they meet minimum age requirements for consumption of alcoholic beverages
* Presenting menu and providing detailed information when asked [ e.g. about portions, ingredients or potential food allergies]
* Offering menu recommendations upon requests.
* Greeting and escorting customers to their tables.
* Taking accurate food and drinks orders using order slips or by memorization.hen staff.
* Arranging table settings and maintaining a tidy dining area.
* Delivering checks and collecting bill payments
* Meeting with restaurant staff to review daily specials, changes on the menu and service specifications for reservations e.g. parties
* Following all relevant heath department regulations

**CAPITAL SHOPPERS SUPERMARKET 2011 - 2014**

POSITION: CASHIER

RESPONSIBILITIES

* Receiving payments by cash, checks, credit cards, vouchers or automatic debits.
* Issuing receipts, refunds, credits or change due to customers.
* Counting money in cash drawers at the beginning of the shift to ensure that amounts are correct and that there’s adequate change.
* Weighing items sold by weight in order to determine prices.
* Calculating total payments received during a time period and reconciling this with total sales.
* Computing and recording totals of transactions
* Establishing or identifying prices of goods, services or admission, and tabulate bills using calculators, cash registers, or optical price scanners.
* Cash checks for customers.

#### LANGUAGE SKILL:

* English(Super fluent)

**HOBBIES:**

* Making Friends
* Listening to Music
* Traveling.

I hereby declare that the above information given is true and accurate to the best of my ability.