*** CURRICULUM VITAE***

**ROFIAT**

Nationality : **Nigerian**

Language : English

Date of Birth : 16-NOV-1992

Maritial Status: Single

Visa Status : Visit Vis

**APPLY FOR WAITRESS / SALES/ CLEANER**

**OBJECTIVES:**

I would like to offer myself for the post of waitress in your reputed organization. A job that give me opportunity to apply my skills and abilities for the growth of your organization. I have 5 years of experience in field of restaurant which should help me to perform my job well.

**PERSONAL EXPERIENCE:**

**Company Name : Ozone Cafeteria in Cairo Egypt**

**Position : As Waitress**

**Duration : 3 year.**

**EDUCATIONAL BACKGROUND:**

* **Senior Secondary School Certificate (S.S.S.C)**

 **DUTIES & RESPONSIBITIES:**

* Serves patrons at banquets, special functions, or during normal daily dining room operations
* Take food and beverages orders from patrons, answer questions regarding prices, substitutions, quality or quantity of menu items and availability of menu items.
* Deliver food and beverages to tables, waits on tables to insure that patrons are supplied with beverages.
* Assist in setting up for banquet or special occasion
* Removes dishes and utensils; clean and dust tables and chairs; fill sugar, salt and pepper containers; sweep floor
* Assist in setting up and taking down tables and chairs; places clean utensils and napkins on tables

**ABILITIES:**

* Welcoming guest
* Demonstrating menu knowledge
* Answering questions
* Up selling specialty items
* Describing dishes
* Taking orders(beverages and food)
* Handling complaints
* Ensuring guest satisfaction

Personal Contact : rofiat-397030@2freemail.com

Reference : Mr. Anup P Bhatia, HR Consultant, Gulfjobseeker.com 0504753686

**DECLARATION:**

I certify that the above information is true and correct to the best of my knowledge and ability. If given the chance to serve you. I assure you that I will execute my duties for the total satisfaction of my superior