

Kay Graves

Houston, TX 77007

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Skilled and hardworking hostess & server with 2+ years of casual and fine dining experience motivated to enhance customer loyalty with exceptional service.

Maintains well-stocked and organized working stations ready for any need. Exceeds customer expectations by providing friendly, positive and attentive service tailored to their needs.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Hostess/Server

Daily Gather - Houston, TX

August 2022 to Present

Greeted guests to seat groups or place on waitlist.

Scheduled reservations and notified servers and/or managers of large groups to prepare seating in advance.

Managed guest hospitality by relaying information regarding hours, wait times and special menu items.

Maintained a clean working environment for team members and guests by emptying trash, sanitizing menus and polishing silverware.

Server

RA SUSHI BAR RESTAURANT - Houston, TX

October 2021 to August 2022

Memorized menu items, promotions & lunch specials to educate guests and give recommendations.

Politely greeted & assisted tables or returning guests to develop relationships resulting in customer loyalty.

Accurately took customer orders & safely handled food while enhancing service and communication skills.

Served hot or cold fresh sushi and alcoholic beverages on average to 50+ customers per shift.

Barista/Cashier

Boba Tea House - Houston, TX

January 2021 to October 2021

Greeted customers in a hospitable manner at cashier.

Prepared and serve hot or cold beverages, including espresso based coffee, teas and smoothies.

Performed daily inventory & trained new employees on company policies.

Education

Undergrad in Business Ethics

University of Houston - Houston, TX

August 2022 to Present

Skills

- Restaurant Experience
- Barista Experience
- Host/Hostess
- Food Handling

Languages

- English - Fluent
- Spanish - Fluent