

# Jade A. Myles

Houston, Tx – (504) 232-4222 – myles.jade@yahoo.com

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Confident and energetic customer service representative passionate about serving customers. Thrives in a challenging and fast-paced environment. Now looking for a rewarding career where I can serve customers and work for one of the biggest airlines in the US.

## Experience

### Server/Trainer

*The Warwick, Houston, Tx*

*March 2022 - Present*

- Trained new wait staff on guest service expectations, safety procedures, proper food handling, and restaurant protocols.
- Schedule wait staff, assign sections, and approve time off requests using a specialty software.
- Helps in inventory and marketing meetings. Able to pitch innovative ideas for future company promotions.
- Created a server manual that provides company's guidelines and expectations in a clean, detail-oriented outline.

### Bartender

*The Turkey Leg Hut, Houston, Tx*

*April 2021 – March 2022*

- Served bar and restaurant patrons requested drinks including wine, beer, and mixed beverages.
- Rang up customers using Toast POS system and the accompanying credit card reader.
- Performed daily inventory audits and weekly product and supply orders.

### Server

*Emeril's, New Orleans, La*

*February 2019 – February 2021*

- Consistently achieved the highest guest check averages among all servers through suggestive selling.
- Deliver food and beverages from kitchen and bar to guests promptly.
- Operate POS terminal to input customer orders, swipe credit cards, and enter cash amounts received.

## Certifications

SERV Safe (ex. May 2023)

TABC (ex. May 2023)

## References

**Victoria Walsh** Professional

(504) 236-0548

**Katherine Stone** Personal

(504) 250-4544