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# Amanda Nava

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Torrance, CA  
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## PROFILE

Professional and driven food server with over three years of experience. Positive energy, motivated and able to work under pressure. I am seeking to work in the fine dining industry to grow and learn while gaining better opportunities for myself

## SKILLS

- Professional
- Food safety practices
- Alcohol certificate
- Multitasking ability
- Upbeat, welcoming, and outgoing
- Great communication and customer service skills

## EXPERIENCE

### Hooters Of Long Beach

#### Position: Host/ Hooters girl (Server)

562 983 1010

August 2022- Present

- Greeted incoming guests/ walked guest to table
- Answer phone calls/ take out orders
- Managed waitlist with names and wait times
- Memorized menu and alcohol menu
- Recommended new food/drink items
- Explain specials and promotions
- Sell hooters merchandise and calendars
- Take guests food and drink order/ run own food and drinks
- PreBuss/ Buss own tables
- Collect and process payments.

### Victoria's Secret

#### Position: Retail Associate

310 796 1398

July 2022-September 2022

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## **Buffalo Wild Wings**

### **Position: Server**

626 967 9888

June 2021- July 2022

- Responsible for running my own food and drinks
- Restocked server station to ensure nothing ran out during the shift
- Recommended new food and drink items to guests / Recommend things to order if it was guests first time
- Constantly checked up on my tables making sure they were well taken care of

## **Host at The Cheesecake Factory**

310-376-0466

January 2021 -May 2021

- Answered phone calls and made reservations
- Answered any questions guests had as well as direct them around the restaurant if lost.
- Interacted with guests as I walk them to their table
- Walked around restaurant and made sure things were kept tidy and clean
- Helped figure out how to place large party guests at tables

## **EDUCATION**

### **Santiago Canyon College/Orange, Ca - Associates in Business**

August 2020 - Jan 2021

- Worked on undergrad taking classes towards an Associates degree in Business.

### **Northwood High School/ Irvine,Ca**

September 2018 - June 2020

- Graduate student Class of 2020