|  |
| --- |
| Irvine.CA• 949-344-0327 • Eilleen30829@gmail.com |
| Eilleen Chen |
| OBJECTIVE |
| Dedicated and committed individual seeking a Part-time position in the hospitality field. Wanting to look for opportunity to utilize my skill set to deliver guest love; as well as moving up and contributing to the company’s success. |
| EDUCATION |
| University of California , Riverside* Bachelor of Global Studies (Expected to Graduate June 2024)

EXPERIENCE |
|  Din Tai Fung Restaurant Group, Inc. June 2022 – present **Din Tai Fung – Lead Expo/Barista*** Supervised, scheduled a staff of up to 20 employees
* Trained new associate to enhance customer service
* Inspected dishes for quality, accuracy and presentation before they were served
* Made and served beverages with a focus on speed. Quality and consistency

**Chef Hung Taiwanese Beef noddle – server** Sep 2017- June 2022* Provided exceptional customer service in a fast-paced restaurant environment
* Served food and drinks promptly
* Recommended food based on a solid understanding of individual customer needs and preferences
* Seated customers promptly by managing waitlists skillfully

SKILLS |

* Speak fluent English, Chinese
* Proficient in MS Word, Excel, and Edition 2010
* Excellent communication skills and organizational skills
* New hire training