|  |
| --- |
| 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