

Noey Janet Schmitt

9835 Ellis Avenue
Fountain Valley, California 92708
(928) 302-4407
NOEYSCHMITT@ICLOUD.COM

Objective

In this submission, I am looking to be a server/bartender at your company. I have complete **OPEN** **availability.**

Experience

January 2020 - August 2023

Chilis, Charlotte, NC - *Morning & Night Bartender/ Server*

- Operated bar at several locations; prepared cocktails, beer, wine and spirits.
- Operated Aloha POS system, maintained clean and organized work station, maintained safety and sanitation standards.
- Responsible for training new employees.
- Created a welcoming and enjoyable experience ensuring customer satisfaction by maintaining a friendly, accommodating and positive attitude.
- Utilized knowledge of mixed beverages, specialty liquors and craft beers to serve customers and provide wait staff with well- prepared drinks in a timely fashion.
- Provided outstanding hospitality to customers to gain appreciation, satisfaction and return service.

October 2014 - December 2019

Angelina's Italian Kitchen, Lake Havasu City, AZ - *Night Bartender/ Server*

- Introduced a "Cocktail of the Month" promotion to our menu that was well received by customers and increased monthly sales.
- Trained 3 brand new bartenders on all aspects of the job from drink preparation and knowledge to building valuable customer relationships and upselling techniques.
- Ordered and maintained inventory of bar products, including alcohol, soft drinks and supplies to ensure high volume of daily and weekly sales.
- Greeted and sat customers as they arrived at the restaurant while maintaining seating organization to ensure fairness.
- Multitasked by taking orders while making them in a matter of time and pressure.
- Running of side work including dishes, roll-ups of silverware, beverage cups and wipe down of stations.

January 2018 - August 2021

La Vita Dolce, Lake Havasu City, AZ- *Morning & Night Bartender/ Fine Dining Server*

- Take food orders and collect payments from customers.
- Recommend wine and/ or other beverages to compliment food choices.
- Present menus to patrons, answering any and all questions about the menu or restaurant, making recommendations upon request.
- Keep all tables and areas clean.
- Ensure all requirements for opening/ closing have been met.
- Advertised, marketed, and recommended menu options to guests to increase guest satisfaction.
- Followed safety, sanitation and legal policies for handling food and beverages.
- Communicated product knowledge to facilitate guest decision-making.
- Created a welcoming environment for visiting guests providing a memorable dining experience.
- Maintained all sanitation procedures and food safety guidelines.
- Communicated product knowledge to facilitate guest decision-making.
- Developed excellent customer relations.
- Prepared orders in fast-paced environment.

Education

September 2020 - PRESENT

Golden West College, Huntington Beach – *Real Estate / Business Major*

- Currently holding a 3.8 GPA as a part-time online student.

References

- Diane Sears| Former Manager| (949) 981-3920
- Gabe| Former Manager| (714) 366-1348
- Crystal Batchelor| Previous Manager| (805) 404-5516
- Rhonda| Former Boss| (814) 207-5318

Please See My Letter of Recommendation Below!

Dear Hiring Manager,

I am writing this letter to recommend Noey Schmitt for the position of food service team member at your company. Noey worked as a team member at my restaurant for over four years and was perhaps my most effective and capable employee. She is a tremendously hard worker, and she brings the same energy and attitude to work every day, so you can count on her for an excellent performance.

Noey handled many different duties at the restaurant, she greeted and sat guests, assisted in table placement, assisted in food preparation and delivery, and even took orders at times when we were short-staffed. It was this ability to handle anything and always, do a fantastic job, that set her apart as a team member.

Ms. Schmitt had excellent people skills and customers were always happy to deal with her, she worked well with the team, and she shouldered a significant workload on a daily basis and was never disappointed. Her skills and attitude make her very highly recommended.

Best Regards,

Crystal Batchelor