

Kira Gryczka

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Committed job seeker with a history of meeting company needs with consistent and organized practices. Skilled in working under pressure and adapting to new situations and challenges to best enhance the work environment.

Work Experience

Server

Cabana - Laguna Beach, CA

July 2023 to Present

- Accurately take customer orders
- Servicing tables in a fast paced club environment
- Bussing and greeting tables in a timely manner

Lead Hostess

Bungalow - Huntington Beach, CA

August 2022 to Present

- Greeted customers, answered questions and book bottle service.
- Supported serving staff, food runners and bussers to keep area presentable and ready for guests.
- Scheduled reservations and notified servers and managers of large groups to prepare seating in advance.
- Manage over 500 guests in a night

Host/Server

Billys at The Beach - Newport Beach, CA

December 2022 to July 2023

- Accurately taking orders
- Greeting and checking in customers
- Bussing tables
- Packing to go orders, as well as conducting dock and dine service
- Providing attentive and professional customer service

Style Advisor/key holder

Aritzia - Costa Mesa, CA

July 2019 to August 2022

- Set appointments and met with clients in store to conduct personalized wardrobe planning for both casual and professional looks and guided client through custom experience.
- Answered customer questions and provided store information.
- Operated cash register or POS system to receive payment by cash, check and credit card.
- Kept organized in a fast paced competitive sales environment.

Education

Associate of Arts in Liberal Arts And General Studies

Orange Coast College - Costa Mesa, CA

May 2023

Skills

- Effective Customer Upselling Warm and Welcoming
Creative Problem Solving Service-Oriented
Highly Organized Opening and Closing Procedures