George Smith

123, High Road, Nottingham NG1 2DY : (0115) 9123456 : georgesmith@aol.com

Personal statement

I am an experienced Waiter committed to exceeding guests’ expectations and creating a memorable experience for them. My goal is to ensure that each person leaves with a massive smile on their face! I am competent in every aspect of customer service to ensure guest satisfaction, and my high level of tips and past awards are testament to that.

Work history

**Waiter : August 2017 - date**

George’s Diner, Arnold

My responsibilities include:

* Greeting and serving guests
* Offering detailed information and recommendations on menus including dietary advice for vegetarian, vegan, gluten-free and nut-free diets
* Effectively communicating with the kitchen staff to ensure all orders are accurate and on time
* Various front-of-the-house duties and dealing with the bill

From October 2017 to date I have consistently generated the highest tips month-on-month amongst our team of 5 waiting staff as testament to my customer service skills.

**Waiter : January 2013 – July 2017**

Annie’s Restaurant, Sherwood

My responsibilities included:

* Greeting guests as they arrive and allocating them to a table
* Handing out menus and taking drink and food orders
* Serving drinks and food and handling bill payments
* Ensuring all tables were clean and tidy

In the last 6 months I coordinated the team of 4 waiting staff, handling rotas, managing absences and dealing with non-standard customer queries and complaints.

**Waiter : September 2011 – December 2012**

Mo’s Café, Gedling

My responsibilities included:

* Greeting guests and showing them to their table, handing out menus
* Serving food and drinks

I was awarded ‘Employee of the Month’ six times during my employment at Mo’s, which has 10 staff in total.

Education

**arnold hill comprehensive : september 2006 – June 2011**

9 GCSEs Grade C and above including English Language (B) and Maths (C)

Skills

|  |  |
| --- | --- |
| * Good mental maths skills
* Clear verbal communication
* Excellent customer service skills
* The ability to resolve complaints
* Effective teamwork
 | * Persistence and high energy
* Good sales skills
* Very well presented
* Friendly and professional
* Good memory and attention to detail
 |

Interests

Being a waiter can be physically demanding so I like to keep fit and visit the gym regularly! I also love swimming and badminton. When I’m not working, I love travelling abroad and discovering great food and wine.

References

References will be made available for my current position and past positions.

This CV template is subject to copyright. You may use it for personal use only.

The images and fonts used in this file are used under licence and must not be reproduced, except in connection with the use of this CV template for your own personal use.

**Fonts required:**

[Old Standard TT](https://fonts.google.com/specimen/Old%2BStandard%2BTT) (free)

[©CVtemplatemaster.com](https://www.cvtemplatemaster.com)

Download page: <https://www.cvtemplatemaster.com/cv-template/waiter-cv-example/>

**Credit:** The background for this page was provided by <https://www.freepik.com/free-vector/restaurant-menu-vintage-design-with-ornate-frame-ribbon-chef-dishes-beverages_4027735.htm>