**William Johnson**  
157 Keswick Avenue, Winter Haven, Florida, 34414  
*Professionalwaiter@email.com*  
(352)-555-1953

**Summary**  
Experienced server with 15+ years of experience. Provides top quality service and maintains a professional attitude at all times. Thorough understanding of the restaurant industry. Highly skilled in service promotion. Excellent communication and listening skills. Extremely courteous, providing a high-quality dining experience. Seeking a position in a Fine Dining establishment that will utilize my skills and experience.

\* 1/2002 - 1/2010 - **Antonio's Restaurant, Venice, Florida, 34292**

**Responsibilities:**

* Greeted guests in a timely manner, offering menus and suggesting drinks.
* Described menu items, asked about guests preference, and make suggestions  
  accordingly.
* Promptly deliver dishes to ensure proper temperature upon eating.
* Checked back with guests shortly after delivering meals to make sure all items were  
  prepared to the guests liking.
* Cleared each course promptly and completely, and provided utensils and dishes  
  needed for next course.
* Described dessert items, made suggestions, and delivered desserts and after-dinner  
  beverages.
* Delivered guest check in a timely manner.

**Achievements:**

* Boosted sales through excellent service.
* Maintained guest satisfaction.

2/2010 - 6/2017 - **Sorrento's Fine Dining Italian Restaurant, Leesburg, Florida,  
33212**

**Responsibilities:**

* Greet guests and provide information regarding daily specials.
* Take food and beverage orders from guests.
* Provide clearly written orders to kitchen staff and bar staff.
* Correctly and quickly deliver orders.
* Periodically check back with tables to ensure they have all items needed.
* Suggest dessert.
* Deliver check promptly.
* Maintain cleanliness of station throughout the shift.

**Achievements:**

* Received positive guest feedback regarding excellent service provided.
* Received numerous awards for outstanding service.
* Name positively mentioned in a newspaper review of the restaurant.
* Maintained the restaurant's Facebook page.

**Education and Academic Training**

Leesburg Regional High School 1997-2001

**Job Related Skills:**

* Professional attitude;
* Excellent communication skills;
* Able to maintain many tables simultaneously;
* Strong memorization skills;
* Clean and organized;
* Team player;

**General Skills:**

* Decision making;
* Time management;
* Conflict resolution;
* Loyalty;
* Leadership;