**Bartender Resume Sample 2**

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**A. Summary**

More than 5 years of experience in providing time-efficient serving services, while accurately describing menu items. Taking and delivering orders, as well as mixing drinks in a skilled manner. Ability to handle cash and other financial transactions correctly, and hands-on experience at mixing and serving complicated cocktails and drinks.

**B. Working Experience**

**August/2012 - Present - Home Keep Inn - San Diego, California**

**Responsibilities:**

* Greet guests as they arrive, and offer them beverage and food menus;
* Assist guests and answer questions related to menu items;
* Take food and beverage orders and offer a delivery time;
* Communicate with the kitchen staff in order to ensure a quick delivery;
* Prepare and mix beverages and them serve them accordingly;
* Skillfully create alcoholic and non-alcoholic drinks using liquor, soda, water and bitters;
* Stock the bar with drinks and make sure that necessary supplies are always available;
* Prepare and serve appetizers to guests;
* Deal with billing and take payments in cash or via credit card.

**Achievements:**

* Increased customer satisfaction by 25% by offering high-quality services as bartender;
* Reduced costs by implemented an efficient inventory system that eliminated waste.

**March/2010 – June/2012 - Mary’s Bar - San Diego, California**

**Responsibilities:**

* Greeting customers and showing them to their tables;
* Offered menus and suggestions in relation to menu items;
* Delivered orders to the kitchen staff ensuring everything is prepared on time;
* Delivered orders to customers in a professional manner;
* Cleared tables and dishes after the customers have left;
* Maintained a clean and sanitary workspace;
* Worked closely with the custodial staff to maintain order and cleanliness in the restaurant and bar.

**Achievements:**

* Diffused difficult situations between clients by using interpersonal skills;
* Trained to beginner servers to offer quality services and professionally fulfill duties.

**C. Education and Academic Training**

San Diego High School, San Diego, California - 2009

High School Diploma

**D. Job Related Skills**

* Skilled at operating a cost-effective bar by maintaining correct stock levels of both condiments and beverages
* Competent in accurately taking orders and delivering them on time, without any mistakes
* Focused on ensuring that customers appreciate the experience and feel satisfied
* Skilled in preparing and serving drinks
* Creative when it comes to improving drinks recipes and developing the menu

**E. General Skills**

* Fluent in English and Spanish
* Easy-going in a diverse team
* Able to deal with difficult clients
* Proactive attitude