

Part-time Job Resume

Suzanne McConnell

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OBJECTIVE Part-time food service work while attending university

FOOD SERVICE River Restaurant Topanga Hills, CA
Counter Person / Waitress 5/02 - 8/02
 Served up to 200 lunches daily , cashiered, bused tables, washed dishes, trained five new employees, cleaned facility at closing.

Morning Café Topanga Hills, CA
Cashier 9/01 - 2/02
 Took orders, cashiered, prepared and served food for up to sixty customers per hour. Cleaned and maintained facility. Counted out daily drawer.

CUSTOMER SERVICE Tree Country Store Canoga Park, CA
Clerk 11/01 - 8/03
 Sold cosmetics, gift items, and books. Inventoried merchandise, closed store in owner’s absence.

COMPUTER SKILLS 55 wpm, Microsoft Word, Excel, Access, Adobe Pagemaker

EDUCATION Humboldt State University, Arcata, CA
 Major: Art First Year Standing
 Corin High School, Corin, CA
 Graduated June, 2003

INTERESTS Theater: Acted in local community theater plays including Romeo & Juliet and Our Town.
 Volleyball: Competed on High School women’s volleyball team for three years.

REFERENCES

Susan Smith Head Coach Corin High School 2499 Ben Taylor Rd. Corin, CA 94302 (530) 252-6589	Johnson Fields Manager Morning Cafe 144 Lester St. Topanga Hills, CA 95689 (530) 986-6412	Delia Lansing Owner Tree Country Store 913 Green Lane Canoga Park, CA 94301 (503) 832-0817
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