# Emily Courtney

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Authorized to work in the US for any employer

## Work Experience

### Waitress
Hooters of America - Brandon, FL
October 2022 to February 2023

Hooter girl waitress

### Twin Peaks Girl
Twin Peaks Restaurants - Altamonte Springs, FL
January 2022 to April 2022

- To interact with, entertain, provide best in class service and hospitality to every guest
- Adhering to all image& costume guidelines
- Knowledge of sports,foods,beverages
- Fun energetic personality

### Waitress
Chez Cani - Melbourne, FL
June 2020 to August 2020

- Serve food and drink orders to guests
- Stay up to date on any menu changes and daily specials
- Clear away dirty plates, glassware, flatware and linens and clean tables after diners have finished
- Deliver checks and process bill payments
- Roll silverware, set up food stations, and prep for the next shift
- Maintain a neat and clean dining area

### Hostess
Keke's Breakfast Cafe - West Melbourne, FL
May 2020 to June 2020

- Welcome guests in a warm and friendly manner
- Seats guests and manage the seating chart
- Monitors restaurant activity to determine seating and dining flow
- Helps fellow team members and other departments wherever necessary to maintain positive working relationships.

### Panera Bread Associate
Panera Bread - Melbourne, FL
April 2020 to June 2020

- Food Prep

• Ensuring the food preparation areas are clean and hygienic
• Cleaning the food preparation equipment, floors and other kitchen tools or area

### Hostess
Uno Pizzeria & Grill - Viera, FL
February 2020 to May 2020

• Greet incoming and departing Guests
• Use visual cues to seat Guests in either the bar or dining area depending on their preference
• Answer incoming calls to the restaurant and provide appropriate service
• Take customer to-go orders
• Cleaned and prepared tables
• Upheld a high standard of customer service

### Servers Assistant/ Food Runner
Frigates water front bar and grill - Melbourne, FL
December 2019 to January 2020

• Prepares dining room for patrons by cleaning and clothing tables; setting decorations, condiments, candles, napkins, service plates, and utensils
• Maintains table setting by removing courses as completed; replenishing utensils; refilling water glasses; being alert to patron spills or other special needs

### Box Office Cashier
Cinema world - West Melbourne, FL
May 2019 to August 2019

• Complete ticket purchase transactions by greeting each guest, identifying what tickets the guests request, reading a computer screen and operating a keyboard or dispensing manual tickets, completing a credit card transaction or collecting cash and making change accurately
• Keep box office clean and well organized, and ensure the security of all box office cash and tickets

### Server Assistant
Jersey girl deli - Melbourne, FL
January 2016 to November 2018

• Preparing and refilling beverages
• resetting and bussing tables
• Maintain composed, professional and calm attitude at all times
• Thank the guests and invite them to return

## Education

### Graduate
Merritt Island High School - Merritt Island, FL

## Skills

• Communication skills (3 years)
• Customer Service (3 years)

- Food Safety Experience
- Food Preparation Experience (Less than 1 year)
- Cash Handling (3 years)
- Busser
- Food Service
- Restaurant Experience (5 years)
- Sales Experience (Less than 1 year)
- Host/Hostess (1 year)
- Serving Experience (3 years)
- Upselling
- POS
- Restaurant experience

## Certifications and Licenses

**Driver's License**

**ServSafe**