

SM

Location

Boise, ID

Phone

(208) 555-0167

Email

devon.pritchard@example.com

Education

High School Diploma, Borah High School, 2024

Currently enrolled, Boise State University, Communication major (expected 2028)

Key Skills

- Guest greeting
- Waitlist management
- Phone orders
- Cash handling
- Square POS
- Team communication
- Punctual and reliable
- Basic table bussing

Susan Moore

Host And Hostess

Friendly recent high school graduate looking for a host role in a busy sit-down restaurant. Two summers of customer-facing work and a calm presence with strangers. Available evenings, weekends, and most holidays.

Professional Experience

Host (Part-Time), Copper Skillet Diner, Boise, ID
2024 - Present

- Greet around 120 guests per Sunday brunch shift and seat them across 22 tables
- Quote wait times to walk-ins and keep the paper waitlist organized during 60-90 minute peaks
- Bus tables during rushes when needed, helping turn four-tops in under 4 minutes
- Answer phones and take simple to-go orders for breakfast pickup

Concessions Attendant, Treasure Valley Cinemas, Boise, ID
2023 - 2024

- Served popcorn, drinks, and snacks to roughly 200 customers per Friday night shift
- Handled cash and card payments on a Square register with end-of-night drawer counts within \$2
- Restocked supplies between movies and kept the lobby clean during showings