

BROOKE RICHARDSON

brookerichradsonrda@gmail.com

PROFESSIONAL SUMMARY

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

SKILLS

- Dependable and Responsible
- Organization and Time Management
- Teambuilding
- Flexible and Adaptable
- Interpersonal Communication
- Problem-Solving
- Critical Thinking
- Planning and Coordination
- Self-Motivated

EXPERIENCE

HOSTESS/ SERVER

Chuys Cedar Park

December 2023 - Current

- Coordinated with other servers and kitchen staff to ensure smooth service flow
- Provided excellent customer service by addressing guest inquiries and resolving concerns
- Assisted in managing special requests and accommodating guest preferences
- Trained and mentored new staff in seating procedures and customer service standards

SWIM INSTRUCTOR

Nitro Swim School

July 2023 - October 2023

- Skilled in teaching children and adults of all ages and abilities
- Possesses a strong commitment to safety
- Time management skills in order to complete the job efficiently

EDUCATION

AUSTIN COMMUNITY COLLEGE

Biology Major

GENTAL GENIUS ASSISTING SCHOOL

Obtaining RDA

LIBERTY HILL HIGH SCHOOL

High School Diploma

REFERENCE

ROBERT LEWIS

General Manager

Chuys Cedar Park

512-260-775