

JACKY CHAN

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OBJECTIVE To obtain a position in your company where I can maximize my quality assurance, interpersonal, and customer service skills.

PROFESSIONAL EXPERIENCES

2011-2014

Produce Specialist, T&T Supermarket Inc., Richmond Hill, ON

- Supervise employees and manage produce section during shifts
- Stay up-to-date with produce products as well as promotional items to ensure proper labels and location of items
- Train over three newly hired employees on basic procedures and protocols of a produce specialist
- Records weekly produce sales volume for the Department Head to ensure accurate projection of orders
- Maintain a safe and fresh environment including products and floor
- Assist customers with price checks and returns in a timely fashion

2010-2011

Host & Waiter, Pho Bistro, Thornhill, ON

- Greeted, seated, and took orders for guests in a friendly manner
- Assisted chefs with the decoration of dishes with attention to detail
- Maintained a safe and clean working environment at all times

2009-2010

Cook, Popeye's Chicken and Biscuits, Toronto, ON

- Prepared orders for customers promptly and accordingly
- Earned consistent commendations for exemplary service
- Ensured sanitization of the kitchen environment

2008-2009

Waiter, Mister Moon's, Richmond Hill, ON

- Handled setup, service, and daily operations of serving customers in-person and phone calls for delivery and pickups
- Anticipated and met customers' needs while working efficiently in a fast-paced environment
- Performed cash, debit, and credit transactions effectively

2007-2009

Concession, Costco Wholesale, Toronto, ON

- Provided exceptional service to customers without supervision
- Demonstrated the ability to multitask through working at the back of the house and front of the house consistently
- Prepared food and beverages in a timely manner

TRAINING AND CERTIFICATION

Completed in
Sep 2012

Joint Health and Safety Committee (JHSC)

Certification Training Level One, Toronto, ON

- Knowledge of the Occupational Health & Safety Act
- Thorough understanding of workplace safety and health
- Ability to conduct safety inspections and accident investigations

REFERENCES

Available upon request