





CARLA RUIZ

Entry Level Cook

CONTACT

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EDUCATION

High school diploma
Clear Lake High School
2013 - 2017
Houston, TX

SKILLS

Safety
Cleanliness
Food Processing
Collaboration
Critical Thinking

CAREER OBJECTIVE

Attentive and productive team player motivated to join a crew of competent and efficient cooks. Seeking an opportunity to prove my ability to learn quickly, work hard, and create quality recipes for ABC Restaurant's guests.

WORK EXPERIENCE

Barista

Gregory's Coffee

2019 - current / Houston, TX

- Created and customized over 50 types of coffee and tea beverages, and received recognition from customers and business for latte art
- Learned extensive food and beverage menu, including 25+ custom coffee recipes, and followed guests' customizations with accuracy
- Presented 3 new ideas for blended beverages to management and owners, who placed 2 of those ideas on the menu
- Developed positive relationships with regular guests, and greeted all customers upon arrival
- Encouraged customers to try seasonal beverages and food , answered questions about ingredients, and maintained pleasant conversation with guests while preparing orders
- Completed side work between rushes to reduce time on closing duties by 9%, sanitizing counters, washing dishes, cleaning bathrooms, performing maintenance on appliances, and assisting with inventories

Cashier

Footlocker

2017 - 2019 / Houston, TX

- Scanned customers' merchandise into POS system, processed payments, and maintained \$300 in cash drawer
- Decreased returns by 23% by checking for damaged items and wrong shoe sizes
- Promoted the Footlocker loyalty card at checkout, signing 30+ customers each week
- Arranged accessory displays near register, organized work space, and returned unpurchased items to shelves or stockroom during non-peak hours
- Acknowledged customers within 3 seconds of store entry, and alerted them to sales and discounts
- Fitted customers for shoes, retrieved stock, and helped shoppers choose appropriate shoes based on fitness, sports, and lifestyle requirements