





# TAVARES ORTIZ

## Restaurant Cashier

### CONTACT

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New York, NY   
[LinkedIn](#) 

### EDUCATION

Diploma  
Brearley High School  
New York, NY  
2011 - 2015

### SKILLS

Accountable  
Adaptable  
Problem Solving  
Critical Thinking  
Detail Oriented  
Compassionate  
Customer Service  
Interpersonal Skills

### WORK EXPERIENCE

#### Restaurant Cashier

Patchi's Restaurant / 2018 - current / New York, NY

- Exceeded average check size targets by 15% by recommending dessert items that paired well with meals customers ordered
- Settled customer checks quickly and accurately and answered any outstanding questions from customers to ensure an exceptional dining experience
- Provided an excellent customer service atmosphere for all guests and enthusiastically greeted all customers entering the restaurant
- Properly completed all cash and credit transactions and ensured these transaction totals matched the recorded receipt totals
- Worked collaboratively with other cashiers and service staff to ensure all customers were properly attended to during their dining experience

#### Business Development Assistant

K&C Marketing / 2017 - 2018 / San Francisco, CA

- Attended local business fairs to build relationships with business owners and increase brand awareness for K&C Marketing
- Cold emailed prospective customers to gauge interest in, and evangelize the benefits of, local marketing services for their business
- Assisted sales staff with their presentations by doing research on prospective clients and their needs
- Thoroughly documented lead generation processes to empower other team members to utilize and enhance these processes
- Recognized as the top business development associate for Q3 2018

#### Delivery Driver

Dominos Pizza / 2015 - 2017 / New York, NY

- Delivered pizzas accurately and on-time for customers who ordered online and on the phone
- Demonstrated high levels of accountability and showed up to 100% of scheduled shifts on time

- Managed the close-out process for delivery drivers and distributed tips from customers who paid online
- Maintained a positive, courteous demeanor when interacting with customers to ensure a positive experience