





CÉSAR CABAL

Entry Level Security Guard

CONTACT

ccabal43@gmail.com 
(123) 456-7890 
Boston, MA 
[LinkedIn](#) 

EDUCATION

High school diploma
Boston Latin High School
2014 - 2018
Boston, MA
Attained 3.4 unweighted GPA
Appointed president of Boston Latin High School Journalism Club for 2 years
Awarded student of the Year 2016

SKILLS

Creative
Problem Solving
Bilingual (Spanish)
Adaptable
Organized
Compassionate

CAREER OBJECTIVE

Respected and personable professional experienced in interacting with minors, disgruntled customers, and coworkers in a challenging and busy environment. Eager to deliver strong safety and observation skills to create a secure and inviting environment for staff, clients, and guests.

WORK EXPERIENCE

Hostess

Chili's

2019 - current / Boston, MA

- Welcomed customers within 20 seconds of arrival, and escorted them to tables or added them to waiting list, providing casual conversation to enhance their comfortability and experience
- Oversaw seating flow, cleaned and set tables, and maintained a neat and orderly hostess station that contributed to the restaurant's efficiency and environment
- Created and executed strategy with rotating table system that reduced average customer wait time by 10 minutes
- Presented daily drink specials to guests upon seating them, increasing bar sales by 15%
- Organized and scheduled reservations for 20+ customers via phone and the restaurant website every day
- Coordinated with 3 hostesses within a given shift to manage the seating chart and waiting durations, schedule or cancel reservations, and assist waitstaff as needed
- Awarded Hostess of the Year in 2019 at the Winter Gala for guest attentiveness and an outgoing personality

Nanny

Nanny Lane

2018 - 2019 / Boston, MA

- Supervised, prepared meals, and organized activities for 3 girls under the age of 12
- Planned and cooked nutritious meals, following parents' notes
- Managed children's allergy prescription medications, and drove children to appointments 3 times each month
- Tutored children in reading and mathematic skills, helping them improve their academic performance by 30%
- Stayed on call 24/7 due to the unstructured work schedules of the children's parents