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| Name here someone@example.com   00385 12 345 6789  LinkedIn URL:  |  | | --- | | skype ID: | | Achievements Write here what your achievements are but keep them brief and concise. | | Skills Here you can list programs you are skilled in (I.e. proficient in Rezlynx, Opera etc) and other strong points. | | |  | | --- | | Experienceheadwaiter/xy restaurant10/2018 – present Worked in a la carte restaurant serving meat, fish, desserts, salads, risotto and pastas that could seat up to 100 guests. I was responsible for a team of 5 waiters in my shift. Also took care of the inventory, rosters and finance depending on need. Supervised and trained new personnel. List duties and responsibilities in this paragraph. Waiter/name of the RestaurantDates From – ToWaiter/name of the RestaurantDates From – ToWaiter/name of the RestaurantDates From – To …  Grounds to cover in this paragraph: type of property you worked at (restaurant, hotel, bar…), how many of you were in a team, what were your duties and responsibilities. | | EducationDegree / Date EarnedSchool Make sure there are no gaps in your CV. If there are, state the period and the reason.  I.e. From January 2016 to October 2017, I took a break from my career and focused on helping my family/took a trip around the world… | |