



Awad Raed Awad Jabai

Personal Information

Mobile: +962781489986

Email: Awadjabai99@gmail.com

Address: Amman, Jordan

Date of birth: 2nd May 1999

Nationality: Jordanian

Marital Status: Single

Skills

Work

- ✓ Team work
- ✓ Organization
- ✓ Problem solving
- ✓ Time management
- ✓ Leadership
- ✓ Management skills
- ✓ Risk management
- ✓ Customer service
- ✓ Work under pressure
- ✓ Food safety
- ✓ Hygiene skills

Personal

- ✓ Communication skills
- ✓ Self motivated
- ✓ Creative thinking
- ✓ Persistent & ambitious
- ✓ Flexibility & Creativity

Summary

Restaurant Captain with more than 4 years of experience, skilled in customer service and staff management. Seeking to development, looking to obtain a position in a well reputed firm where I can utilize my skills and use my professional experience to achieve organization goals.

Experience

Captain Restaurant and Café April 2018 – Nov 2022

Bollywood Restaurant and Café - Amman, Jordan

Duties and Responsibilities:

- Greet and welcome guests promptly in a warm and friendly manner.
- Assist guest with table reservation.
- Ensure guests are serviced within specified time.
- Good knowledge of menu and presentation standards.
- Speak with guests and staff using clear and professional language, and answer phone calls using appropriate telephone etiquette.
- Able to answer any questions regarding menu and assist with menu selections.
- Able to anticipate any unexpected guest need and reacts promptly and tactfully.
- Apply service techniques correctly at all times, and serving Food & Beverage items with enthusiasm.
- Serve food courses and beverages to guests.
- Communicate with the kitchen regarding any menu questions, the length of wait and product availability.
- Check with guests to ensure satisfaction with each food course and beverages.
- Responsible for clearing, collecting and returning food and beverage items to proper area.
- Present accurate final bill to guest and process payment.

Education

High School

Al -Mughira Bin Shuba School - Amman, Jordan
2021

Languages

Arabic: Native (mother language)

English: Good (speaking, writing and reading)

References

Available upon request.