Dear Sir / Ma’am,

Good day!

I am **Sarah Jane F. Abueva**, I am graduate in **Hotel and Restaurant Management** at Goldenstate College.

I'm currently working now as a **Cashier / Waitress** in Isfahani Persian Restaurant here in Bahrain. My work has been mainly fast paced and demanding and I provide excellent service to my customers at all times. I have a friendly but efficient manner and have developed solid working relationships in all of the staff teams in which I have been placed.

My previous job was in the office for ten years and I have completed a number of trainings when I was working there. Most of it is about warehousing analysis and management with the admin support. I have excellent knowledge of Microsoft Office, especially excel file.

I am willing to be interviewed anytime by your recruiting team. You may contact me with this number 33356124 or with this email address**(sj.abueva@yahoo.com.ph).**I hope for your good response and if ever considered, I’ll make sure that I will do my best and always be available whenever my service is needed by your good office.  Once again thank you very much and have a nice day!

Sincerely Yours,

Sarah Jane Abueva